



**REGULAR MEETING OF THE COMMON COUNCIL
MIDDLETOWN CONNECTICUT**

**TUESDAY, AUGUST 8, 2020
7:00 PM**

MINUTES

The Regular Meeting of the Common Council of the City of Middletown was held remotely via WebEx and livestreamed on the City of Middletown's Facebook page on Monday, August 3, 2020, at 7:00 PM.

Present:

Councilwoman Jeanette White Blackwell	Councilman Vincent Loffredo
Councilwoman Meghan Carta	Councilman Anthony Mangiafico
Councilman Grady Faulkner, Jr.	Councilman Edward McKeon
Councilman Darnell Ford	Councilman Eugene Nocera
Councilman Edward Ford, Jr. (Arrived 7:10 PM)	Councilman Philip Pessina
Councilman Anthony Gennaro, Sr.	Councilwoman Linda Salafia

Mayor Benjamin D. Florsheim, Chair
Daniel Ryan, Esq., Corporation Counsel
Linda Reed, Council Clerk

Also Present: Ramona Burkey, Director – Russell Library
Kevin Elak, RS – Health Department Manager
Carl Erlacher, CPA, Director - Finance
Ashley Flynn-Natale, CCTC, City & Town Clerk
Christopher Holden, PE - Deputy Director, Public Works
Chief Robert Kronenberger – Fire & Emergency Management Director
Cathy Lechowicz, - Director – Recreation & Senior Services
Barbara Knoll Peterson – Mayor's Administrative Assistant
William Russo - Director, Public Works
Joseph Samolis - Director, Planning, Conservation & Development
Brig Smith, Esq. - General Counsel

Members of the Public: WebEx (15 attendees) and Facebook livestream (unknown number of viewers)

1. Call to Order

Mayor Benjamin Florsheim calls the meeting to order at 7:00 PM. He welcomes everyone to the Regular Meeting of the Common Council. The Chair invites the Councilmembers to remain seated, per the accepted rules for remote meetings, and to join in the Pledge of Allegiance.

The Clerk reads the Call of the Meeting and the Chair declares the call a legal call and the meeting a legal meeting.

2. Accept/Amend the Agenda

The Chair asks for a motion either to approve the agenda as presented or to amend.

Councilman Eugene Nocera moves to accept the agenda. Councilman Anthony Mangiafico seconds the motion.

There being no discussion, the call for a voice vote. The vote to accept the agenda is approved unanimously with 11 aye votes. (Councilmembers Blackwell, Carta, Faulkner, D. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia. Councilman E. Ford is absent.) The matter is approved.

3. Resolution: Recognition of Middletown Police Capt. Gary Wallace

The Chair calls on Councilman Philip Pessina, former Middleton Deputy Police Chief, to read this resolution.

WHEREAS, this evening, this Common Council salutes Middletown Police Captain Gary M. Wallace, who retires after 26 years of exemplary public service to this City as a member of the Middletown Police Department; and

WHEREAS, a native of the Town East Hampton, Captain Wallace grew up in a close knit family. After attending local schools, he joined the United States Navy, serving as an Operations Specialist Second Class and a Surface/Air Warfare Specialist. He is a decorated Gulf War Veteran, having received numerous medals and awards, and an active member of American Legion Post 206; and

WHEREAS, Captain Wallace graduated from Middlesex Community College with an Associate's Degree in Criminal Justice. As a lifelong learner, he is currently pursuing a Bachelor's Degree in Public Safety Administration; and

WHEREAS, in October 1994, Captain Wallace was hired by the City of Middletown Police Department. During his early tenure, he served as a Certified Field Training Officer and School Resource Officer. He was promoted to Sergeant in January 2006 and served in the Department's Patrol Division; and

WHEREAS, in August 2008, he was promoted to the rank of Lieutenant. His assignments included: Family Services Unit Supervisor - Special Investigations (August 2008 - September 2009), Internal Affairs Unit Supervisor (September 2009 - May 2010); Patrol Division Shift Commander (May 2010 - August 2011; October 2011 – May 2012); Support Services Unit Supervisor (August 2011 - October 2011); Executive Officer of the Investigative Services Division (May 2012 - June 2012); and

WHEREAS, in June 2012, promoted to Acting Captain, his assignments including: Patrol Division Commander (June 2012 – February 2013); and Investigative Services Division Commander, beginning in February 2013. He was promoted to the rank of Captain in September 2013 and continued to serve as Services Division Commander until retirement; and

WHEREAS, during his law enforcement career, Captain Wallace has been commended by the Middletown Police Department for meritorious service, receiving citations for Outstanding Service to the Community, and recognition for outstanding contributions by the Connecticut Sexual Assault Crisis Services in the field of sexual violence prevention; and

WHEREAS, in addition, Captain Wallace is actively involved in this community, currently serving as a Board Member on a variety of civic service organizations, including: North End Action Team (NEAT), Middlesex County Substance Abuse Action Council, Gilead Community Services, St. Luke's Eldercare Services, and National Organization of Black Law Enforcement Executives; and

WHEREAS, Captain Wallace is a past Board member of City youth-oriented boards: Middletown Youth Service Bureau (2002-2005; 2008-2009) and Middletown Youth Center Advisory Board (2002) as well as having served as a Coordinator for the Middletown Youth Academy's MPD and Board of Education grant project "Police and Youth"; and

WHEREAS, Captain Wallace continues his volunteer service in several other community groups: Middlesex Chamber of Commerce Mentor (5th year); Course Trainer for State of Connecticut Office of Policy and Management *Effective Interaction with Youth*, and Middletown PBA Pipes and Drum Corp (drummer).

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN: On behalf of the people of Middletown, we commend *Police Captain Gary Wallace* for exemplary service to the community, for his exceptional knowledge, and for his professional work practices and commitments, demonstrated by his innate abilities for being a "Builder of Bridges" towards public health, safety, and general welfare within, and for, our Community of Middletown residents, in essence "Being caught being good."

Councilman Edward Ford seconds the motion.

The Chair states that this resolution says it all. He asks if there are any comments. The Chair calls on Councilman Eugene Nocera.

Councilman Nocera congratulates Captain Wallace for his tremendous work for the City for so many years. On a personal note, he states that when he took over Woodrow Wilson in 2004, Captain Wallace was there as the Student Resource Officer (SRO). They worked together on a daily basis, noting that Captain Wallace assisted him, as school principal, and the staff in so many ways, helping the students grow. He is a master at it. There were times when a staff member wanted to "lower the boom," but Captain Wallace would do better than that and find a way to get the student to problem solve, find solutions he learned so much from Captain Wallace's approach of restorative justice with positive support. He thanks Captain Wallace for all that he has done for Middletown, adding that the Police Department will surely miss him.

The Chair calls on Councilman Grady Faulkner, Jr.

Councilman Faulkner offers his congratulations to Captain Wallace, saying that he is speaking with mixed emotions. He always loved seeking people work towards something special. He has watched Captain Wallace for years, often tuning in to him. He saw him as someone building a round table, stating that this guy was going places. To me you didn't just do your job: you did your job and then some. You have been active in the community, a community leaders, sitting on boards of non-profit organizations. Most impressive is Captain Wallace's pedigree, noting that he has been in the military and has shown a thirst for education in that he loves learning. He recalls seeing Captain Wallace in Hartford at a Department of Justice program, doing training for protests, which is something we need now. Captain Wallace is a great role model for our young people. He is someone to be emulated. He will be missed in his Police Department seat, but we will see you around. We wish you all the best and congratulations. Best to your Mom and family, reiterating that we will all see you around. God bless.

The Chair calls on Councilman Edward Ford, Jr.

Councilman Edward Ford states that he does not want to go through all that has been said. He agrees that Captain Wallace has been tremendous, not only a wonderful officer, but a wonderful friend to everyone he

has come across. He is a person, who we look to as a person of leadership. Captain Wallace is always there, he is bringing it with his heart and soul to do what is in the best interest of the Middletown community. He states that they have conversations about it all the time about (*inaudible*), right, what he is doing to make this a better place, a safer place for everybody. He agrees with Councilman Faulkner: he looks up to Captain Wallace. This is something sweet, adding that he would love to see Captain Wallace stay with the Department, but he knows that the community is also in need, too. He says that he has thanked Captain Wallace before, but wants to thank him again for what he has done and will do for the Middleton community as an excellent civil servant.

That Chair calls on Councilman Anthony Gennaro.

Councilman Gennaro offers his congratulations to Captain Wallace. There is a special place in his heart, as he recalls the time that they worked together, the best and the worse. Captain Wallace was his training officer -- his TO -- when he was hired. He started and finished with him, working for that approval. They spent a lot of time together. He recounts that when he became a SRO (School Resources Officer) like Captain Wallace was, he was someone that Councilman Gennaro could go to and talk with about that work. The best thing that he learned from Captain Wallace is the way we treat people and do our best even in a bad situation, and to treat them the best way we possibly could. He is pleased to see Captain Wallace moving forward and wishes him the best and every happiness. He is sure that we will see Captain Wallace around. Congratulations.

The Chair calls on Councilwoman Jeanette Blackwell

Councilwoman Blackwell offers her congratulations, adding that she wants to state publicly "thank you" and congratulations: for his public service. She is confident that they have not seen or heard the last of Captain Wallace, given that he is transitioning to a community position. She wishes him well. God bless you.

There being no further discussion, the Chair extends his thanks and congratulations to Captain Wallace. He echoes all that has been said. The reason that so many are saying these things, and these are things that ordinary people across the City are saying over the past few weeks, is because Captain Wallace understands the nature of public service: that people need to see you doing it, not because he is trying to get credit or be the center of attentions, but because it makes an extraordinary difference when people in a community can say that they know and respect the other police officers, their elected officials, their public servants of any kind. Captain Wallace has been a mentor for a lot of different people in a lot of different types of public service, which is why it makes sense he will be working in community outreach through the Community Health Center. He asks Captain Wallace if he would like to share a few words.

Captain Wallace thanks the Mayor. First, he thanks God for allowing him to get to this retirement day. When someone starts this career, they are not thinking about the last day; rather you are thinking about each day, getting through it. When this time comes, having talked to many who have retired, you sit back and thank God that some of the situations that you have been in, you are able to survive. In this day and age, adding that he knows that the Council has a lot of viewers, it is not always so for everyone, not just police officers, but for people in the community. They don't wake up any morning thinking it will be the last day. He thanks God that working with so many great people and doing things in the community that people have appreciated just to get to retirement. He is thankful. He is not perfect. He has made mistakes. If there are people he wasn't able to do something good for, he asks that they forgive him, adding that he always tried to do his best. He thanks the Mayor, noting that, in the short period of time that the Mayor has been in office, while he has been an officer for 26 years, the Mayor has shown great leadership. Before he called the Mayor, he spoke with a lot of people, with this Mayor and this Council, a phenomenal group, better than he has seen. He loves that way they work. It was a tough decision to make, to go. He thanks former Mayor Drew with whom he worked for a long time and who gave him a lot of opportunities. To get into the community and he was there with him as has been Mayor Florsheim. For both Mayors, for this Council, he thanks them from the bottom of his heart. He adds two quick thoughts. People wonder where we get it from, how do we understand people and why we do what we do. He recalls his next door neighbor, when he was a kid. The neighbor worked at CVH (Connecticut Valley Hospital). He recounts that his dad and the neighbor had gardens side by side, adding he has only shared this story once at the Capitol, when trying to advocate for funding for non-profits. His neighbor would bring home clients from CVH on the weekend, doing work in the yard and helping with the garden. His parents were not ones to keep the kids in the house when clients came around. The kids were outside, talking to them, getting to know them. They explained to the kids that it doesn't matter where people come from or what they look like, what issues they might have. People are people. If you understand them, you won't fear them. He has taken that with him throughout his life. He recalls his dad's best friend, a former New York City cop, who pinned Captain Wallace's badge in 1995. He recalls what he told him: don't ever do anything that is going to embarrass your father's good name. He remembered that throughout his career, adding that, many of the decisions that he made, he thought about his family. Not that they were difficult decisions, but he wanted to just make his parent proud. That is what sticks with him about wanting to serve. He had a decent youth in East Hampton. If people are suffering, need help, are not doing well, just be kind and offer whatever resources you have. It may seem like a simple thing. There is something to be said about the reasons that you get into this job. He hopes that his brother and sister officers, who he leaves behind, will continue to serve people in this community the way they deserve to be: to serve and to be honorable. It is a difficult time. He reiterates his thanks and appreciates the kind words. He is not going away and will be in the City in another capacity. He loves the community and wants to continue to serve. Thank you.

The Chair thanks him and wishes good fortune.

The Chair calls on the Council Clerk, who states, "By acclamation." The Chair notes that there will be a vote by acclamation. The Chair declares that, without objection, the resolution is adopted by acclamation.

Mayor Florsheim notes that on a point of personal privilege, he congratulates Councilman Edward Ford, Jr. on the occasion of his wedding last Friday.

**4. Approval of Minutes: Regular Meeting of August 3, 2020, at 7:00 PM
APPROVED, AS CORRECTED**

Councilman Edward McKeon moves to approve the minutes of the regular meeting of August 3, 2020. Councilman Philip Pessina seconds the motion.

The Chair calls on Councilman Vincent Loffredo.

Councilman Loffredo offers a correction: on page 51 of the minutes, the word "not" should be deleted from his comments as he was a student at Middletown High.

There being no further discussion, the Chair calls for a voice vote. The vote to accept the minutes of the regular meeting of August 3, 2020, as corrected, is approved unanimously by a vote of 12-0 (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia.) The matter is approved.

5. Public Hearing on Agenda Items -- Opens

The Chair opens public hearing at 7:25 PM. The Chair invites any member of the public looking to speak can do so by indicating using the WebEx hand raise function. Comments are limited to items on the agenda. Each speaker will have a maximum of five (5) minutes to speak. Speakers are asked to state their name and address for the record. The Council Clerk will call speakers in the queue.

Stephen Devoto (476 Country Club Road): He has been the Chair of the Planning and Zoning Commission for four (4) years. He is speaking with some expertise in the area of planning & zoning, adding that he is not speaking for the Commission. He strongly supports the climate emergency resolution. He hopes the Council supports it, too. He is generally skeptical of resolutions of solidarity or support for particular causes because he worries that they bring complacency and reduce the likelihood of action; however this resolution there one phrase which leads him to work in strong support. It states, "that the Common Council urges the Mayor to direct all City department heads, committees, and commissions to establish plans to reduce greenhouse gas emissions by both the City and the wider community." Land use decisions have an enormous effect on greenhouse gas emissions. Subdivision regulations, design regulations, distribution of retail, residential housing all impact (*inaudible*). That is why the professional association of planners offers resources and guidelines for sustainable communities along with the work of our tiny Conservation & Development Office. He has closely followed it for 12 years as a citizen activist and now as an elected commissioner. For most of this time, it has been an understaffed, overworked office. There is a lot of work that as to be done. Zoning enforcement, review of applications, and, beyond that necessary work, there is flexibility as the Director chooses and prioritizes. What he decided has as much long-term effect on the City as any department in the City. With the passage of this resolution, the Council will be directing staff to focus on of on the very most important issues that faces our city, state, nation, and the world. Please vote "yes" on this resolution.

Jane Harris (161 Ridgewood Road): She reads her statement into the record:

Thank you, your Honor, Council members and staff.

My name is Jane Harris and I am speaking as both a resident and as chair of the Urban Forestry Commission. I wish to address the use of \$75,000 in LoCIP funds for removal of trees in excess of the normally budgeted approximately 55 trees.

As an arborist and member of Urban Forestry, I have spent much of this year looking at Middletown's tree canopy. I am grateful for the expanded tree-planting budget this year, and all of the efforts of Public Works to not only plant but water many, many trees over the course of this extremely hot, dry summer.

As I drive around looking for tree-planting sites, I also look at the huge number of dead and dying street trees. While we humans have been battling Coronavirus, our trees have been subjected for the last ten years to the Emerald ash borer, Gypsy moth, drought, and climate change.

Residents call and write to complain about dead and hazardous street trees, so there is a record in many cases of the trees that need to be removed. There is also a known problem with hazardous dead trees in our parks and open spaces. Often, those trees are only noticed by the occasional hiker. I am concerned not only with the risk to property as well as to bikers, drivers, hikers and pedestrians from trees that may fall or drop very large dead branches. I am also concerned about the liability to our City.

While the City has done a spectacular job of improving our parks, and has budgeted for more open space, there must be a recognition that ongoing maintenance is just as important, if not more so. Right now, I think Veterans Park has over \$10,000 worth of ash

tree removal that is absolutely critical. There is another \$7500 in dead oak trees along Livingston Road as you approach McCutcheon Park.

I hope that you will agree that this situation is not tenable: please don't defer funding tree removal until after some child is killed by a falling tree.

Anna Salo Markowski (1 Redbud Street): She supports the climate emergency resolution. Her hope is that this resolution, which is similar to that passed in several other U.S. cities, will show the urgency of climate change as an existential threat and provide an overarching set of deadline driven goals to drive Middletown's departments, committees, and commissions with respect to climate change, creating priorities and a climate mindset. She hopes Middletown will form an intentional environment so that every task we undertake considers climate even as work is done towards more specific climate goals. In the safe way that safety and disabilities are considered within the municipality, climate change should also be accounted for. Thank you.

Jenifer Kleindienst (241 West Street): She echoes comments previously made by Stephen Devoto and Ann Salo Markowski on the climate change emergency resolution. She is on City's Clean Energy Taskforce and was one of the people involved in developing this resolution. In addition to echoing these comments, one element that is especially important to her is that the City is setting a goal for its climate emissions reduction for the end of 2030, which is what scientists working along with the United Nations indicates is the last date that humanity can get emissions under control globally. It is wonderful to see Middletown going in line with global recommendations. She is also excited that this resolution is the foundation. She has had concerns in the past as resolutions being potentially empty statements, but she knows those involved in developing this and the members of the Clean Energy taskforce as well as those on the Sustainability team, all who feel strongly that this resolution should be the first step, serving as a foundation upon which the City can build inter-climate change legislation so that they can take action and Middletown can become a leader addressing climate change and provide an example for municipalities across Connecticut and across the country. She strongly urges the Council to vote in favor.

Krishna Winston (655 Bow Lane): She speaks briefly on the resolution on the climate crisis. If any of you have lawns and gardens, you have noticed this summer the devastating conditions that we are experiencing in all sorts of ways. We are seeing climate change happening in our own lives. She agrees that we cannot continue with business as usual and just crank up the air conditioner and pour on public water on our lawns. Water is becoming a scarce and precious resource. We are seeing the effects of climate change all over the world. This resolution she hopes will not just rest on a shelf, but act as a call to action, give us a framework in which we can work. She stresses the knowledge that the damage done by the climate crisis affects those of us who are least able to protect ourselves, it affects those who don't have a lot of money. It affects people who live in vulnerable areas so it is a matter of social and racial justice. She asks the Council to pass this resolution and she stands ready to work with them in way that she can to help combat the climate emergency and make Middletown a leader in Connecticut and the United States and even the world.

John Hall (55 Main Street, Portland): He is speaking as the Executive Director of the Jonah Center, a non-profit environmental group based in Middletown. He speaks in favor of the climate change resolution, but does so with an illustration as to where the world is in regards to this threat, the scale of the threat. He believes everyone knows about the greenhouse effect. The temperature in Earth varies with the level of CO2 in the atmosphere. Over most of the past 800,000 years, CO2 in the atmosphere has varied from 150 ppm and 280 ppm as the Earth moved through various ice ages and warm spells. Around 1850, humans started burning lots of fossil fuel. The CO2 in the atmosphere started to climb from 280 ppm to 310 ppm in 1950. Today, it is 410 ppm, well above the 150 ppm to 280 ppm range, which existed during the pre-industrial 800,000 years. With that his main point: the last time the atmosphere's CO2 was as high as it is now – 410 ppm -- was 4 million years ago. Sea level was between 10 and 25 meters higher than it's today and the coast of Virginia was 90 miles inland from where it is now. This is where we are headed if the CO2 level remains at 410 ppm. It will take time for all of the ice to melt, but it is already melting. Unless we change the way we live, the CO2 level will continue to rise above 40 ppm up to 500 or 700 as soon as 2050. This is what scientists predict unless we change the way we live and so far most of the scientific projections have been too optimistic. Coastal cities will be underwater in this century. There will be huge migrations of climate refugees, longer more widespread droughts, fires, storms. It is not a pretty picture, which is why we need to do everything we can to stop burning fossil fuels.

The Chair asks if there are any other speakers. The Council Clerk confirms that there are no other hands raised. The Chair reiterates that, if anyone wishes to speak, please raise your hand. The Council Clerk again checks the WebEx public system and confirms that no hands are raised to indicate that someone wishes to speak. The Chair thanks everyone.

6. **Public Hearing on Agenda Items -- Closes**

There being no additional speakers, the Chair closes the public hearing at 7:42 PM.

7. **Mayor requests Council Clerk to read appropriation requests and the Certificate of Director of Finance**

Notice is hereby given that a regular meeting of the Common Council of the City of Middletown will be held remotely via WebEx, at Join A Meeting, Event # 129 295 5556, on **TUESDAY, SEPTEMBER 8, 2020 AT 7:00 PM** to consider and act upon the following:

Police Department: \$526,237.60 -- Acct. No. 1000-18000-51358-0180; appropriation to cover the negative balance for private duty overtime for FY19-20 due to high volume of private duty jobs

Any and all persons interested may appear and be heard.

ATTEST:
HON. BENJAMIN D. FLORSHEIM, MAYOR

Dated at Middletown, Connecticut, 2nd day of September 2020.

MEMORANDUM

TO: His Honor, Mayor Benjamin D. Florsheim and
Members of the Common Council

FROM: Finance Department

DATE: August 24, 2020

RE: Certification of Funds

This is to certify that funds sufficient to meet the appropriations requested at your meeting on September 8, 2020 are available as follows:

General Fund	\$526,237.60
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Respectfully submitted,



Carl Erlacher
Director of Finance &
Revenue Services

A. Police Department: \$526,237.60 -- Acct. No. 1000-18000-51358-0180; appropriation to cover the negative balance for private duty overtime for FY19-20 due to high volume of private duty jobs
APPROVED

CITY OF MIDDLETOWN	
MUNICIPAL BUILDING	
MIDDLETOWN, CONNECTICUT 06457	
REQUEST FOR ADDITIONAL APPROPRIATION	
Appropriation Number:	0
Date of Request:	8/21/2020
Amount Requested:	\$526,237.60
Fund:	General Fund
Code:	1000-18000-51358-0180
Budget Item:	Private Duty Overtime
Department:	Police Department
Date Advertised before Meeting:	9/2/2020
Date Advertised after Meeting:	9/11/2020
Reason for Request:	This appropriation is to cover the negative balance for the private Duty Overtime line item #1000-18000-51358-0180 for fiscal year 2020. The line went into the negative due to the high volume of Private Duty Jobs through out the City during the fiscal year
Signature:	
Requested by:	Chief Michael Timbro
Status:	Passed
Status Date:	9/8/2020

Councilman Darnell Ford moves to approve. Councilman Eugene Nocera seconds the motion.

The Chair calls on Councilman Grady Faulkner, Jr.

Councilman Faulkner asks if the amount requested is unusually high. He wonders what caused the need for this amount of money.

The Chair asks Councilman Darnell Ford if he can speak to that question, or if the Chief of Police or another representative of the Police Department is available to speak.

Councilman Darnell Ford replies that Police Chief Timbro can speak to that questions.

The Council Clerk indicates that Police Chief Timbro does not appear to be on the WebEx call. The Clerk indicates that the Finance Director Carl Erlacher is on the call and that he can perhaps reply to the questions.

Councilman Edward McKeon interjects saying that this matter was discussed in Finance & Government He adds that he knows that Finance Director Erlacher has had difficulty calling in. Private duty overtime is always reimbursed by the companies that the private duty is done for. This is a case of needing to backfill that amount, but all that money will be coming to the City from the contractors, who hired police for private duty. That is his understanding.

The Chair calls on Councilman Anthony Gennaro.

Councilman Gennaro states that, to go along with what Councilman McKeon has said and Finance Director Carl Erlacher can also speak to it. As discussed in the Finance & Government meeting, the Police Department made the City much more than we are paying them to reimburse those officers. He notes that the Finance Director can probably give a figure on that, adding that it is probably just under \$300K, if he recalls correctly

Councilman Faulkner asks if this means that the revenue was adequate because usually we are spending some money and getting some revenue.

Councilman Genera replies, "Right."

Councilman Faulkner adds that the revenue is there.

Councilman Gennaro affirms, stating, "Yes," and adding that the actual number was just under \$300,000.

Councilman Faulkner thanks Councilman Gennaro, adding that is sufficient.

There being no further discussion, the Chair calls for a roll call vote, asking the Council Clerk to read the roll.

Councilwoman Blackwell	aye
Councilwoman Carta	aye
Councilman Faulkner	aye
Councilman Darnell Ford	aye
Councilman Edward Ford	aye
Councilman Gennaro	aye
Councilman Loffredo	aye
Councilman Mangiafico	aye
Councilman McKeon	aye
Councilman Nocera	aye
Councilman Pessina	aye
Councilwoman Salafia	aye

The Chair states that the motion is unanimously approved with 12 aye votes. (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia. The Chair states the matter is approved.

**8. Department, Committee, Commission Reports and Grant Confirmation Approval
APPROVED**

Councilman Grady Faulkner, Jr. moves to approve Items 8A to 8P, inclusive. Councilman Edward McKeon seconds the motion.

The Chair calls on Councilman Vincent Loffredo.

Councilman Loffredo states that item L does not have an attachment on Granicus. He asks why this grant report is not posted. The Council Clerk states that the omission of the Granicus electronic posting was inadvertent. The Chair indicates that everyone will get that document after the meeting so that the Council Clerk does not need to search for it now.

Councilman Loffredo asks about Item N, a Health Department grant. He notes that one was for Fire dealing with COVID and all the rest. This particular grant needs further explanation, specifically how this particular grant of \$107,000 plus will be utilized. It is listed, but how is it different from FEMA, the stuff we are receiving through Emergency Management.

The Chair states that he can speak to it, noting that there was a Board of Health meeting earlier tonight as well. To briefly summarize, the State administered the grant, which is Federal money being administered by the State Department of Public Health, and we just learned of it over the past weeks, Health Department Manager Kevin Elak and Health Director Dr. Havlicek are working on some strategies to deploy this funding. They are interested in using it with staff for contact tracing, which is a labor intensive undertaking.

The Chair calls on Health Department Manager Kevin Elak.

Health Department Manager Kevin Elak states that the Mayor summed it up very well. It is a grant opportunity that came recently: Money from the Center for Disease Control (CDC), which was provide to the State Department of Public Health and, in turn, awarded to the municipalities in Connecticut, there is some flexibility in what the money can be used for, in general, to enhance our detection and response to COIVID 19 activities. It is completely different from any FEMA funding that we received. It is complete independent. As the Mayor mentioned, the they would like to use a portion of them money to enhance contact tracing capabilities by hiring additional staff to provide a quicker repose to help mitigate the virus, Other plans for the grant will be to work with partners in town to increase testing capacity and working with testing in areas with the most vulnerable populations in the city.

The Council Clerk indicates that the supporting material for Item 8L has been emailed to all Councilmembers. She asks that if anyone notices a missing document before a meeting, to please let her know so it can be posted before the meeting. This was a particularly large agenda. .A Councilmember

notifies that Council Clerk that this document was included in the electronic agenda packet distributed to all Councilmembers on September 3rd. The Chair reiterates that this was a particularly large agenda with some 45 attachments.

The Chair calls on Councilman Grady Faulkner. He notes that Youth Services has several items linked to juvenile justice and diversion He would like to know how things are coming along for hiring for that work. He asks if Youth Services Coordinator Justin Carbonella s available.

The Council Clerk confirms that Coordinator Carbonella is not on the meeting.

There being no further discussion, the Chair calls for a roll call vote, asking the Council Clerk to read the roll.

Councilwoman Blackwell	aye
Councilwoman Carta	aye
Councilman Faulkner	aye
Councilman Darnell Ford	aye
Councilman Edward Ford	aye
Councilman Gennaro	aye
Councilman Loffredo	aye
Councilman Mangiafico	aye
Councilman McKeon	aye
Councilman Nocera	aye
Councilman Pessina	aye
Councilwoman Salafia	aye

The Chair states that the motion is unanimously approved with 12 aye votes. (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia. The Chair states the matter is approved.

**A. City Clerk's Certificate
APPROVED**

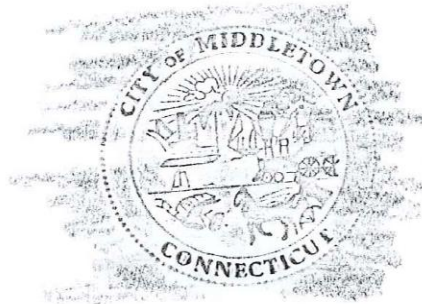


**City & Town Clerk's Office
245 deKoven Drive
Middletown, CT 06457**

Certification

I, Ashley Flynn-Natale, City and Town Clerk of the City of Middletown and custodian of the records and seal thereof, hereby certify that all ordinances and appropriations passed and adopted at the regular meeting of the Common Council on August 3, 2020 at 7:00 p.m., have been advertised in the local newspaper.

Dated at Middletown, Connecticut, this 19th day of August, 2020.



Attest:

Ashley Flynn-Natale
Ashley Flynn-Natale
City & Town Clerk

B. Monthly Reports -- Finance Department: Transfer Report to August 25, 2020
APPROVED

[illegible]

	PW/Engineering	Salaries & Wages, FT Perm		1000-22000-51110-0223	19,588.37
	PW/Garage	Salaries & Wages, FT Perm		1000-22000-51110-0225	24,406.89
	PW/Highway	Salaries & Wages, FT Perm		1000-22000-51110-0226	224,141.80
	PW/City Hall	Salaries & Wages, FT Perm	1000-22000-51110-0227		(4,831.74)
	PW/Bldg & Grnds	Salaries & Wages, FT Perm		1000-22000-51110-0229	4,624.84
	PW/Sanitation	Salaries & Wages, FT Perm		1000-22000-51110-0230	8,297.44
	PW/Traffic	Salaries & Wages, FT Perm		1000-22000-51110-0231	8,502.72
	PW/Parks	Salaries & Wages, FT Perm		1000-22000-51110-0320	21,855.86
	Health	Salaries & Wages, FT Perm		1000-31000-51110	407.69
	Senior Center	Salaries & Wages, FT Perm		1000-32000-51110-0130	2,831.93
	Recreation	Salaries & Wages, FT Perm	1000-32000-51110-0321		(123,242.52)
	Fire Alarms	Salaries & Wages, FT Perm		1000-60600-51110	11,304.64
	Salary Reserve	Salary Reserve	1000-35500-51120		(830,336.23)
	Empl Benefits	Medicare		1000-28000-51560	45,470.98

C. Grant Confirmation & Approval: Youth Services -- State funding to enhance programming and services, partially aimed at enhancing or expanding diversion services: \$12,967
APPROVED

CITY OF MIDDLETOWN

MUNICIPAL BUILDING

MIDDLETOWN, CONNECTICUT 06457

REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL

OF THE FOLLOWING GRANT

Grant Number:486

Date of Request:8/14/2020

Name of Grant:DCF YSB Enhancement Grant (Formerly SDE YSB Enhancement Grant) 2020.21

Amount Requested:\$12,967.00

Code:3613-06000-59200-x-x-2021

Grant Period: From:7/1/2020 To:6/30/2021

Rev Code3613-06000-43242-x-x-2021

Type of Grant:State

Amount Loaned from General Fund:\$0.00

Department Administering Grant:Youth Services Bureau

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

Description of services to be provided by this Grant:
State funding to enhance YSB's programming and services. It will be partially aimed at enhancing and expanding our Diversion Services in Middletown

Signature:

Requested by:Justin Carbonella

Status:Passed

Status Date:9/8/2020

- D. Grant Confirmation & Approval: Youth Services -- Department of Children & Families Youth Services Bureau Large Enhancement -- grant to assist with youth programming, including youth diversion & youth development: \$28,037

APPROVED

CITY OF MIDDLETOWN

MUNICIPAL BUILDING

MIDDLETOWN, CONNECTICUT 06457

REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL

OF THE FOLLOWING GRANT

Grant Number:487

Date of Request:8/14/2020

Name of Grant:DCF YSB Large Enhancement Grant (Formerly SDE YSB Large Grant) 2020.21

Amount Requested:\$28,037.00

Code:3614-06000-59200-x-x-2021

Grant Period: From:7/1/2020 To:6/30/2021

Rev Code3614-06000-43242-x-x-2021

Type of Grant:State

Amount Loaned from General Fund:\$0.00

Department Administering Grant:Youth Services Bureau

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

Description of services to be provided by this Grant:

State of CT funds distributed by DCF to YSB's to assist with general programming. It will support local YSB Diversion and Youth Development efforts and programming.

Signature:

Requested by:Justin Carbonella

Status:Passed

Status Date:9/8/2020

- E. Grant Confirmation & Approval: Health Department – Capitol Region Council of Governments (CRCOG) funds to support Medical Reserve Corp, including advertising. Medical materials, office materials, and operations: \$14,700

APPROVED

CITY OF MIDDLETOWN

MUNICIPAL BUILDING

MIDDLETOWN, CONNECTICUT 06457

REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL

OF THE FOLLOWING GRANT

Grant Number:482

Date of Request:7/17/2020

Name of Grant:CRCOG

Amount Requested:\$14,700.00

Code:3230-31000-59200-x-04187-2021-x

Grant Period: From:7/1/2020 To:6/30/2021

Rev Code3230-31000-43242-x-04187-2021-x

Type of Grant:

Amount Loaned from General Fund:\$0.00

Department Administering Grant:HEALTH

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

Description of services to be provided by this Grant:

Capitol Region Council of Governments - funds to support Medical Reserve Corp operations including advertising, medical materials, office materials, and operations

Signature:

Requested by:Kevin Elak

Status:Passed

Status Date:9/8/2020

- F. Grant Confirmation & Approval: Mayor's Office/Office of Superintendent of Schools/ School Readiness Council – maintain/enhance access to high quality pre-school, expand opportunities for full day, year rough day care to allow parents to maintain employment; and shared services for early care and education: \$165,400.33

APPROVED

CITY OF MIDDLETOWN			
MUNICIPAL BUILDING			
MIDDLETOWN, CONNECTICUT 06457			
REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL			
OF THE FOLLOWING GRANT			
Grant Number:	483	Date of Request:	7/17/2020
Name of Grant:	School Readiness - Supplemental Funding (August-2020)		
Amount Requested:	\$165,400.33	Code:	3730-33000-59200-0000-03740-2021
Grant Period: From:	8/1/2020	To:	
		Rev Code	3730-33000-43242-0000-03740-2021
Type of Grant:	Local	Amount Loaned from General Fund:	\$165,400.33
Department Administering Grant:	Mayor's Office/Superintendent of Schools/School Readiness Council		

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

Description of services to be provided by this Grant:

The funds requested from this grant will continue to be used to 1) maintain and/or increase the number of accredited or approved slots which will improve access to high quality preschool; 2) provide the opportunity for more students to receive full day, full year child care services to meet family needs and to enable parents to maintain employment; 3) establish shared services to early care and education programs among the state, its various agencies, the community and families.

Signature:	
Requested by:	Mayor Benjamin Florsheim
Status:	Passed
Status Date:	9/8/2020

G. Grant Confirmation & Approval: Youth Services – United Way Healthy Child/Healthy Youth Grant: \$1,600
APPROVED

CITY OF MIDDLETOWN

MUNICIPAL BUILDING

MIDDLETOWN, CONNECTICUT 06457

REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL

OF THE FOLLOWING GRANT

Grant Number:481

Date of Request:7/16/2020

Name of Grant:United Way HCHY Part 1 of 2

Amount Requested:\$1,600.00

Code:2292-06000-59200-x-x-2021

Grant Period: From:7/1/2020 To:6/30/2021

Rev Code2292-06000-43242-x--x-2021

Type of Grant:Local

Amount Loaned from General Fund:\$0.00

Department Administering Grant:Youth Services Bureau

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

Description of services to be provided by this Grant:
United Way Healthy Child Healthy Youth - Youth Development, Developmental Assets Initiative and Youth Led Community Supports. Part 1 of 2. The Grantor will reassess at six months, if spending is going well, the additional \$1,600.00 will be awarded. For a grant total of \$3,200.00 for 2020-2021 funding year.

Signature:

Requested by:Justin Carbonella

Status:Passed

Status Date:9/8/2020

H. Grant Confirmation & Approval: Youth Services – CYSA Department of Children & Families (DCF) Juvenile Review Board (JRB) Support Enhancement Grant – grant to support youth diversion team staffing, programming & services: \$30,500
APPROVED

CITY OF MIDDLETOWN

MUNICIPAL BUILDING

MIDDLETOWN, CONNECTICUT 06457

REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL

OF THE FOLLOWING GRANT

Grant Number:	480	Date of Request:	7/16/2020
Name of Grant:	CYSA DCF JRB Support Enhancement Grant (Misabeled last year as DCF JRB)		
Amount Requested:	\$30,500.00	Code:	3615-06000-59200-x-x-2021
Grant Period: From:	7/1/2020	To:	6/30/2021
		Rev Code	3615-06000-43242-x-x-2021
Type of Grant:	State	Amount Loaned from General Fund:	\$0.00
Department Administering Grant:	Youth Services Bureau		

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Description of services to be provided by this Grant:
JRB Support Grant to support the Middletown Youth Diversion Team's (Formerly Jevenile Review Board - JRB), staffing, programming and services provisions.

Signature: _____
Requested by: Justin Carbonella
Status: Passed
Status Date: 9/8/2020

I. Grant Confirmation & Approval – Board of Education – miscellaneous grants:
\$810,219.13
APPROVED

CITY OF MIDDLETOWN

MUNICIPAL BUILDING

MIDDLETOWN, CONNECTICUT 06457

REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL

OF THE FOLLOWING GRANT

Grant Number:485

Date of Request:8/1/2020

Name of Grant:as listed below

Amount Requested:\$810,219.13

Code:2450-33000-59405-X-03025

Grant Period: From:7/1/2020 To:6/30/2021

Rev Code2450-33000-43480-X-X

Type of Grant:

Amount Loaned from General Fund:\$0.00

Department Administering Grant:Middletown Board of Education

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

Description of services to be provided by this Grant:
2625-Capital Contribution from City \$650,000.00; 2721-SPED Medicaid \$10,960.51; 2799-Food Services \$87,940.70; 8001-Retirees/COBRA Ins \$42,660.92; 8003-Workers Comp Claims \$14,125.00; 8004-Pre School Pgm Fees \$2,326.00; 8009-Maintenance/Rentals \$336.00; 8021-Student Gaurdian Bus Camera \$1,080.00; 8023-Central Office Receipts \$190.00; 8036-Even Start Fam Lrn Pgm \$600.00. Total Special programs through 7/12/20 \$60,537.24 ADDITIONS \$810,219.13 Total Special Programs through 8/14/20 \$870,756.37.

Signature:

Requested by:Christine Bourne, Chief of Administration

Status:Passed

Status Date:9/8/2020

J. Grant Confirmation & Approval: Finance – Local Capital Improvement Program (LoCIP)
2020: \$309,470
APPROVED

CITY OF MIDDLETOWN

MUNICIPAL BUILDING

MIDDLETOWN, CONNECTICUT 06457

REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL

OF THE FOLLOWING GRANT

Grant Number:484

Date of Request:8/7/2020

Name of Grant:Local Capital Improvement Program (LOCIP) -2020

Amount Requested:\$309,470.00

Code:3560-00000-57030-0000-00000-0000-000

Grant Period: From:7/1/2020 To:

Rev Code

Type of Grant:State

Amount Loaned from General Fund:\$309,470.00

Department Administering Grant:Finance

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

Description of services to be provided by this Grant:
The City has been granted funds to be used for Middletown Local Capital Improvement Projects (LOCIP) as specified in the State LOCIP grant guidelines. The City must apply and receive approval for projects in advance. Once approval is granted, City Funds must be expended first and OPM will provide reimbursement upon proper submittal of invoices and payments for each project.

Signature:

Requested by:Carl Erlacher/Tayna Oliver-Perry

Status:Passed

Status Date:9/8/2020

K. Grant Confirmation & Approval: Mayor's Office/Office of Superintendent of Schools/
School Readiness Council – Supplemental Funding September 2020: \$158,621
APPROVED

CITY OF MIDDLETOWN	
MUNICIPAL BUILDING	
MIDDLETOWN, CONNECTICUT 06457	
REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL OF THE FOLLOWING GRANT	
Grant Number: 488	Date of Request: 8/19/2020
Name of Grant: School Readiness - Supplemental Funding (September)	
Amount Requested: \$158,621.00	Code: 3730-33000-59200-0000-03740-2021
Grant Period: From: 7/1/2020 To:	Rev Code 3730-33000-43242-0000-03740-2021
Type of Grant: Local	Amount Loaned from General Fund: \$158,621.00
Department Administering Grant: Mayor's Office/Superintendent of Schools/School Readiness Council	

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

Description of services to be provided by this Grant:

The funds requested from this grant will continue to be used to 1) maintain and/or increase the number of accredited or approved slots which will improve access to high quality preschool; 2) provide the opportunity for more students to receive full day, full year child care services to meet family needs and to enable parents to maintain employment; 3) establish shared services to early care and education programs among the state, its various agencies, the community and families.

Signature:	
Requested by:	Mayor Benjamin Florsheim
Status:	Passed
Status Date:	9/8/2020

L. Grant Confirmation & Approval: Middletown Farmers' Market – SNAP reimbursement, Middlesex Health produce vouchers, and CHC produce vouchers: \$1,775
APPROVED

CITY OF MIDDLETOWN

MUNICIPAL BUILDING

MIDDLETOWN, CONNECTICUT 06457

REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL

OF THE FOLLOWING GRANT

Grant Number:489

Date of Request:8/20/2020

Name of Grant:MIDDLETOWN FARMER'S MARKET GRANT

Amount Requested:\$1,775.00

Code:7025-14000-59046

Grant Period: From:7/1/2020 To:

Rev Code7025-14000-42046-0000-00000-0000-000

Type of Grant:State

Amount Loaned from General Fund:\$0.00

Department Administering Grant:PCD

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

Description of services to be provided by this Grant:
SNAP reimbursement, Middlesex Health System produce vouchers and CHC produce vouchers.

Signature:

Requested by:Lynda MacPherson

Status:Passed

Status Date:9/8/2020

M. Emergency Purchase: Emergency Management – purchase of emergency COVID-related medical supplies: \$5,292
APPROVED

INTEROFFICE MEMORANDUM

to: MAYOR BEN FLORSHEIM & MEMBERS OF THE COMMON COUNCIL
from: Chief Robert Kronenberger
subject: emergency purchase – medical supplies
date: July 28, 2020

The City had the opportunity to acquire medical supplies that have been very scarce due to the pandemic. As a result, an Emergency Purchase Order was issued to New England Maintenance Depot in the amount of \$5,292 for several items that will be in our possession in a short period of time.

The newly established line item for COVID-related expenses, 2070-25500-79794-0000-00000-2021-000, was charged for this expenditure.

N. Grant Confirmation & Approval: Board of Education – reversal of miscellaneous grants (\$5,161.17)
APPROVED

CITY OF MIDDLETOWN
MUNICIPAL BUILDING
MIDDLETOWN, CONNECTICUT 06457
REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL
OF THE FOLLOWING GRANT

Grant Number:490

Date of Request:6/30/2020

Name of Grant:as listed below

Amount Requested:(\$5,161.17)

Code:2450-33000-59405-X-03025

Grant Period: From:7/1/2019 To:6/30/2020

Rev Code2450-33000-43480-X-X

Type of Grant:

Amount Loaned from General Fund:\$0.00

Department Administering Grant:Middletown Board of Education

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

Description of services to be provided by this Grant:
8009-Maintenance Rentals (\$2,895.00) NSF Returned Check, 8023-Central Office Receipts (\$2,266.17) Deposit Reversed funds belong to the City (P/R Issue). Total Special Programs \$19,596,768.84 DELETIONS (\$5,161.17) Total Special Programs through 6/30/20 \$19,591,607.67.

Signature:

Requested by:Christine Bourne, Chief of Administration

Status:Passed

Status Date:9/8/2020

O. Grant Confirmation & Approval: Health Department – support for expenses associated with enhanced, detection, response, surveillance, and prevention of COVID 19: \$107,284
APPROVED

CITY OF MIDDLETOWN

MUNICIPAL BUILDING

MIDDLETOWN, CONNECTICUT 06457

REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL

OF THE FOLLOWING GRANT

Grant Number:491

Date of Request:8/26/2020

Name of Grant:Enhanced Detection,Response, Surveillance and Prevention COVID-19

Amount Requested:\$107,284.00

Code:3043-31000-59200-x-00367-2021

Grant Period: From:5/19/2020 To:5/17/2021

Rev Code3043-31000-43242-x-00367-2021

Type of Grant:STATE

Amount Loaned from General Fund:\$107,284.00

Department Administering Grant:HEALTH

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

Description of services to be provided by this Grant:

This funding is provided to support necessary expenses associated with enhanced detection, response, surveillance and prevention of COVID-19

Signature:

Requested by:KEVIN ELAK

Status:Passed

Status Date:9/8/2020

- P. Grant Confirmation & Approval: Youth Services Bureau – support from Connecticut State Judicial branch to coordinate Juvenile Justice Collaborative for Middletown District Court: \$21,667

APPROVED

CITY OF MIDDLETOWN

MUNICIPAL BUILDING

MIDDLETOWN, CONNECTICUT 06457

REQUEST FOR COMMON COUNCIL CONFIRMATION AND APPROVAL

OF THE FOLLOWING GRANT

Grant Number:492

Date of Request:8/26/2020

Name of Grant:CSSD LIST Support Grant

Amount Requested:\$21,667.00

Code:3616-06000-59200-x-x-2021

Grant Period: From:7/1/2020 To:6/30/2021

Rev Code:3616-06000-43242-x-x-2021

Type of Grant:State

Amount Loaned from General Fund:\$0.00

Department Administering Grant:Youth Services Bureau

When any department, commission, office or agency is the recipient of any federal, state or other grant allocated for specific purposes, these funds shall be immediately transferred to the specific unit which has made application for such grant. Confirmation and approval of such transfer shall be given at the next regularly scheduled sessions of the Common Council. Notwithstanding any other Charter provision, the action of the Common Council in confirming and approving such transfer shall be an appropriation; no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted.

Description of services to be provided by this Grant:

Support from the State Judicial Branch to Coordinante Juvenile Justice Collaborative for the Middletown District Court.I

Signature:

Requested by:Justin Carbonella

Status:Passed

Status Date:9/8/2020

9. Mayor’s Update Report: Arrigoni Bridge Project

Anyone who has been downtown recently knows that the project has, unfortunately, entered its most disruptive phase on the Middletown side. Different intersections that they are working have been blown up, which has made it difficult for pedestrians and traffic getting through. They are trying to complete this work as quickly as possible. There have been a few hiccups, but fortunately we have a great Arrigoni Bridge Project Committee, which is chaired by Middletown Fire Chief Robert Kronenberger and Portland Fire Chief Shea. In partnership with the Fire Chief, the Police and the

Chamber of Commerce, who has been leading the process, we have been able to, as issues come up, make DOT (Department of Transportation) and the contractors aware of them. One of the biggest challenges, as a people who have been following this project know, is that this DOT led project is contracted out to Mohawk Northeastern New England, which is a pretty active construction company in this region. They, in turn, have contracted different elements of the project out to different contractors. In some cases, the same elements of the project will be worked on by different subcontractors on successive days. There may have one group on the corner of Grand and Liberty or Main and Liberty on Monday and then have a different group on the same project the next day at the same location. That is challenging because we try to make sure that we are making the work as undistruptive as possible. It is tough to make sure that is being enforced consistently by the contractor day in and day out. That being said, we are reporting things as they come up, adding that OT has been responsive and it is a matter of making sure that the message get through to the right people on the ground. He is hopeful that the bulk of that work will over in October and there will not be too many issues in Town on Main Street and in the North End that are causing traffic disruptions or access to businesses. He notes that there is a great partnership with a lot of downtown from Washington to Eli Canon who have been understanding and flexible and partnership oriented. As things come up, they let the City know and let the contract know when appropriate. They look forward to this phase of the project being over. They continue to have monthly meetings and he will continue to provide updates regarding all of the groups involved. That is the Committee that the Chamber of Commerce has put together and which is chaired by Fire Chief Kronenberger and Chief Shea in Portland. People from DOT, Mohawk, the Chamber, and the downtown business community, who are able to ask and answer questions. What he notices about these meetings is that what is stated out that the front end, not hearings of grievance, but the venue in which people felt that they needed to go to get answers to their questions, they are working in real time, which is important. The meetings have been mostly procedural and scheduling updates and things of that nature. They will try to get through that as quickly as they can. The bridge work, itself, is proceeding relatively unimpeded. Fortunately, the reduced traffic has allowed then to speed up the work in the bridge a little bit, but that has been continuous and has a lesser impact on Middletown's economy. We are glad to see that moving along. The Chair offers to take questions.

Councilman Edward McKeon states that he has two (2) specific questions and he has not been able to get an answer, noting that perhaps the Chair knows the answers or can get the answers. One is when heading north on Mina Street and make a left turn on Kings Avenue, he sees that they are putting in curbing he is curious as to what accommodation has been made to be sure that traffic flows normally because otherwise, to get into Kings Avenue, you have to circumnavigate several blocks and make a right turn into it either coming from Portland or Stack Street. The other question is the northwest corner of Main and Washington, where they are lopping off about 4 or 5 feet of sidewalk at the corner despite having made vociferous arguments about the bump out. That bump out is no longer there and, in fact, the curb is going to be significantly (*inaudible*). He asks how this will make it safer for pedestrians. He asks whether the Chair has the answers or can get the answers.

The Chair states that he does not have a great answer to the first question, adding it is something that they can ask about. He knows that the work being done at Kings Avenue is one of the tweaks that they made after getting feedback in an effort to make a normal access. That is the way into the parking lot, it is between the Community Health Center building and Eli Cannon's and the Trolley Barn where Percatory Coffee and other businesses are located. Access to that parking area, so it will make sure that access is maintained. That is happening to make it a little easier once construction is over. He is not in a position to give an exact answer to the second question, he can say that the reason for not having a bump out on that side is, as folks know, the decision that the State made for that section if the road was to put in a right turn lane from Washington Street into Main Street as there is a 2-lane road and, when people are not occupying the parking stalls, closest to the corner, they use those empty parking stalls as a de facto right turn lane. The assessment, as he understands it, is that it is safer to have a dedicated land from a pedestrian standpoint and, from a general standpoint, that to run the risk of people cutting through a non-travel lane. This leaves room for more, better accommodations for pedestrians who are at that corner, especially because there will be bump outs on the other three (3) corners of that intersection. That is something that we will continue to raise with them and find a solution to be sure that pedestrians are protected at that intersection.

The Chair calls on Councilwoman Linda Salafia.

Councilwoman Linda Salafia asks if a decision has been made or finalized about Rapallo Avenue: will remain 2-way or be changed to 1-way.

The Chair replies that the street will remain 2-way.

**10. Payment of all City bills when properly approved
APPROVED**

Councilman Anthony Gennaro moves to approve. Councilman Philip Pessina seconds the motion.

There being no discussion, the Chair calls for a voice vote. The Chair states that the motion is unanimously approved with 12 aye votes. (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia. The Chair states the matter is approved.

11. Resolutions, Ordinances, etc.

- A. Approving that, pursuant to Connecticut General Statutes § 7-187, et seq., a Charter Revision Commission be, and hereby is, established to initiate a comprehensive review of and potential amendments to the City Charter; and that the Charter Revision Commission will consider such other amendments as are deemed necessary and proper; and that the members of the Charter Revision Commission will be appointed by action of the Council within 30 days of approval of this resolution.

APPROVED

Resolution No: 62-20; K: review/ resolution/ CC charter revision 2020 RES 62-20 – 8 Sept 2020

WHEREAS, pursuant to the provisions of C.G.S. § 7-187, et seq., the Common Council of the City of Middletown is the authorizing authority for a Charter Revision Commission, acting by a two-thirds vote of its entire membership; and

WHEREAS, pursuant to C.G.S. § 7-190(a), the Commission must consist of five to fifteen electors of the City, no more than one-third of whom may hold public office in Middletown and no more than a bare majority of whom may be of one political party; and

WHEREAS, the Common Council will separately appoint the Commission members within 30 days of this resolution's passage; and

WHEREAS, pursuant to C.G.S. § 7-190(b), the Charter Revision Commission is directed to conduct a comprehensive and holistic review of and recommend revisions to the City Charter; and

WHEREAS, the Commission will provide its recommendations to Council in the form of a report; and

WHEREAS, pursuant to C.G.S. § 7-191(a):

- the Commission will hold two public hearings—one before beginning work on the draft report and one after finishing but before submitting it to the Common Council;
- if the Commission wishes, it may hold other hearings during that time as well; and

WHEREAS, pursuant to C.G.S. § 7-191(b):

- the Commission will submit its draft report to the City and Town Clerk, who will submit it to the Common Council;
- the Common Council will hold one public hearing within 45 days of receiving the draft report and may hold other hearings during that time as well;
- within fifteen days of the last hearing, the Common Council will return the draft report with any recommended changes; and

WHEREAS, pursuant to C.G.S. § 7-191(c):

- the Common Council may recommend changes and the Commission will confer with the Common Council about any changes;
- within 30 days of receiving the recommendations, the Commission will either accept or reject them in a final report;
- if the Common Council does not recommend changes, then the Commission's draft report will automatically become its final report; and

WHEREAS, pursuant to § 7-191(d):

- within 15 days of receiving the final report, the Common Council will either approve or reject it by majority vote;
- the Common Council may approve it in part and reject it in part;
- if the Common Council rejects all or part, then anyone may override that vote by filing a petition for referendum identical to that required to start the revision process with the City and Town Clerk within 45 days of the Common Council's vote; and

WHEREAS, pursuant to C.G.S. § 7-191(e):

- the Common Council will by majority vote decide whether to submit the proposed amendments to the electorate in a regular or special election;
- the election must occur within 15 months of the vote to approve or petition for referendum; and

WHEREAS, pursuant to § 7-191(f):

- the Common Council will prepare the amendments for the ballot, which includes determining whether they are submitted in the form of one or several questions; and

WHEREAS, the Common Council intends that the Charter revision question will appear on the ballot of the November 2021 general election;

NOW, THEREFORE, BE IT RESOLVED that, pursuant to C.G.S. § 7-187, *et seq.*, a Charter Revision Commission be, and hereby is, established to initiate a comprehensive review of and potential amendments to the City Charter; and

BE IT FURTHER RESOLVED that the Charter Revision Commission will consider such other amendments as are deemed necessary and proper; and

BE IT FINALLY RESOLVED that the members of the Charter Revision Commission will be appointed by action of the Council within 30 days of approval of this resolution.

Fiscal Impact: None

Councilman Edward McKeon reads the resolution moves to approve. Councilman Philip Pessina seconds the motion.

The Chair calls on Councilman Edward McKeon.

Councilman McKeon says that this is something that many spoke about when running during the election. There are certain items. It is the first step in a long process. As the resolution says, they will be appointing a Charter Revision Commission next month. That Commission's duty is to talk about the things that they believe should be considered in this Charter revision. He wants to make it clear to every one that it's step one and a long process. They hope to have items for revision on referendum on the ballot in a year from November so that it moves forward.

The Chair calls on Councilman Eugene Nocera.

Councilman Nocera states that he enthusiastically supports this resolution and encourages his colleagues to do so as well. This Council has had to face some incredibly difficult items over the past 10 months. He congratulates the Council on its collaboration and ability to come to solutions. This is another critical item that the Council is not entering into a long process. For past Charter revisions, the committee accomplished a lot, but there is work remain on some critical items in the future. He calls on Corporation Counsel Daniel Ryan. He reminds the Council, noting that as he and the Council Clerk reviewed the process, that they will first be establishing the Committee. The Council will establish the committee, through both caucuses and through a letter of intent from residents, who may be interested. Secondly, the Committee would then be formed and, perhaps, in three (3) months to less be establishing the goals for review by the Committee, which he believes that the Council must vote on. He asks Corporation Counsel Daniel Ryan to speak to this matter.

Corporation Counsel Ryan states that he sat on the last Charter Revision Commission in 2014. The Council voted in its resolution, as amended and approved that night. It set the requirements as listed in the Connecticut General Statutes for Charter revision. One thing that has to be done is the appointment of members, noting that he would be happy to serve again. At some point soon, the problems or issues that the Committee will look at need to be set out. In the past Charter revision, we talked about changes to the terms of the Mayor and Common Council, the Corporation Counsel specifically moving the Mayor and Common Council from election every two (2) years to every four (4) years. The goals have to be very superficially set out by statute and then things can be done. As Councilman Nocera has alluded to, these things can be done at the next meeting.

Councilman Nocera asks at what point does the Council vote on the goals, the issues that the Charter Revision Committee will be formally charged to look at.

Corporation Counsel Ryan replies that his recommendation is that, sooner rather than later, this Charter Revision Commission, like the one that we had in the past, what goals are set forth in the first resolution.

Councilman Nocera replies, saying that, perhaps, what Attorney Ryan is saying is that by December we will be looking at the goals or sooner.

Corporation Counsel Attorney Ryan replies, "Yes," that would be his recommendation.

Councilman Nocera thanks Corporation Counsel Ryan

The Chair calls on Councilwoman Linda Salafia

Councilwoman Salafia states that she believes that this is putting the cart before the horse. In the past, the resolution setting up the committee, as Attorney Ryan said, sets for the issues of greatest concern to everyone. As it is right now, being part of the minority with four (4) minority and eight (8) majority members, she is not sure what the majority party is looking to change or what they want to put on for Council change. She has a general idea just from general discussion, but she does not know specifically what they want to look at. Also, it is important that the public know before hand, before they decide whether or not they are interested in serving on this committee, by knowing what they will be looking at and what they have in mind themselves. Moreover, the resolution does not

spell out the size of the committee, what kind of representation from the Council. Will there be two (2) Councilmembers or three (3) Councilmembers or five (5) Councilmembers? It doesn't say. That all should be decided and discussed between the two parties, the two caucuses, before we jump ahead and do this. There is no rushing this tonight. We could get together and come up with a comprehensive resolution that we could consider next month. Form the committee, at least decide how many people will be on the committee, decide what we will look at, and do this resolution next month. She will be voting "no" because of the way this resolution is written.

The Chair calls on Councilman Grady Faulkner, Jr.

Councilman Faulkner states that his question is similar. He asks if the opportunity to make some suggestions or recommendations to that Committee.

The Chair states that he does not know if that question was directed to anyone in particular, He relies that he believes so. He asks if Councilman McKeon or Corporation Counsel Ryan can speak to that question, or if Councilman Loffredo can speak, adding that he is next on the docket.

Corporation Counsel Ryan states that he can speak to that question. First, the resolution that was adopted to create the Charter Revision Commission in 2008 specified that it would consist of nine (9) electors of the City of Middletown, not more than three (3) of whom may hold other political office within the City, and not more than five (5) shall be affiliated with the same political party and shall be appointed by the Common Council of the City within 30 days. His recommendation is that all of the Councilmembers and the public come up with suggestions of items that they want to revisit and proposed what they want to change in the Charter. Also the two caucuses can do the same. He does not know if that is helpful, but these are his suggestions.

The Chair thanks Attorney Ryan. The Chair asks Councilman Faulkner if he has sufficient information.

Councilman Faulkner replies, "Yes."

The Chair calls on Councilman Vincent Loffredo.

Councilman Loffredo states that he also served on the last Charter Revision Commission. He notes that Corporation Counsel Daniel Ryan has addressed the issue in terms of makeup. In terms of the resolution this evening, which talked about, no less than five (5) and no more than 15, but everything else, going forward, in terms of other issues, the flexibility is there for the caucuses to meet between now and 30 days, the time we have our next Council meeting and would have to appoint the Committee. We are also looking for members of the community, so this is not, in terms of 12 Councilmembers deciding, the only items to be looked at are whatever the Council talks about. There will be suggestions and ideas from members of the community. This is their Charter, We are part of it. We are party to take some input and so on and so forth. This particular layout in terms of the time that we have between now and the next municipal election, provides ample time for input from the community, to do the research, yes, to come up with specific suggestions and so forth, what might be the key issues to that need to be addressed, and then after the research and so forth. The Commission, as it is constituted, will be voting to move whatever item that they vote, to move forward to the Council. The Council would then have the final say in terms of what is put on the ballot. Of course, the member of the public would make the final decisions based on what items are and are not on the ballot. He thinks that time is crucial, but it also provides the flexibility that involves input from all current members of the Council, but also members of the body politic.

The Chair asks if there are any other members of the Council looking to speak. The Chair calls Councilwoman Linda Salafia.

Councilwoman Salafia states that there was a Charter revision in 2014 with another Council. It would have been helpful to put in this resolution at least, saying that we need Charter revision, to state why it is necessary to have Charter revision. She does not think that public has any clue what they are looking to do, adding that she does understand that, once Charter revision is opened, everything is opened up for discussion and change, but at least there is some idea what is prompting this need for Charter revision at this point and what is involved in this Charter revision, noting that this gives the public some idea. Then members of the public can decide between now and next month – adding that no one knows what is going to be involved in the Charter revision – to be involved or not. She reiterates that she believes that the Council should wait until next month to have a more flushed out resolution and information.

The Chair calls on Councilman Philip Pessina as well as the Council Clerk,

The Council Clerk indicates that Councilman Anthony Genaro and Councilman Edward McKeon have their hands raised. The Council Clerk also indicates that she wants to be sure that they have the information from the statute.

The Chair asks the Council Clerk to proceed, to be followed by Councilmembers, Pessina, Genaro, and McKeon. The Chair calls on Councilman Philip Pessina.

Councilman Pessina states that he served on the last committee in 2014. He thinks what is important to know so that, when the committee is established, the public can attend and that there is always room for public input and comment, he adds that as we, in 2014, as you know, it was a major change in moving the electorate from two (2) year to four (4) year terms. The public will have significant input as we move forward and identify the goals as Councilman Nocera said. Initially, those are the goals, adding that we don't know what the public wants to address, so those may be added. There always has to be room for the public to bring forward their suggestions. It is a good process, a tough process, but it needs to be done as far as he is concerned.

The Chair calls on Councilman Anthony Gennaro.

Councilman Gennaro states that some of the things that Councilwoman Salafia brought up are valid. He is new this process and would like to have taken part in the past. There is housekeeping that had to be done, some language so that public could be more aware of it as well. He is not sure that he will vote in favor of this resolution tonight, adding that he would like to see the resolution being more comprehensive down the road. Thank you.

The Chair calls on Councilman McKeon.

Councilman McKeon states that his hand raise is inadvertent.

The Chair calls on the Council Clerk.

The Council Clerk states that Charter revision is a statutory process. She notes that one of the first things that she was made aware of when she came on board in July 2017, the former Council Clerk Marie Norwood, who had served in this position for 27 years so big shoes to fill, walked the current Clerk through the Charter revision process. There were two (2) things that resonate, that echo, adding that perhaps Corporation Counsel Dan Ryan might want to comment on these items. The first point that was shared is that, when a resolution is put forward by the Common Council for Charter revision, this is an opportunity for the Common Council to manage the items that they would like to have addressed. The entire Charter is on the table, but the Council is able to specify that they want the Committee to look at A, B, C, and D as well as the whole Charter. These are two distinctions that the former Council Clerk made; namely, that is it is giving direction or a goal or something of that nature to it. The former Council Clerk also reminded the current Council Clerk that, once selected, but before the Charter Committee goes forward with their work, their first action is a public hearing, which is mandated by State statute, where public input is received before they do anything else. The Council Clerk states that she thought it would be helpful to review this information, especially since both she and so many of the Councilmembers are new to this process, adding that she has been studying the process.

Corporation Counsel Dan Ryan states that he completely agrees with the Council Clerk's assessment, adding that we do have the first meeting as the public hearing. He adds that, just because we delayed the list of issues that the Council would like to discuss, it does not mean that the public cannot add to it, anything they might potentially like to change the Charter. He thinks it is perhaps, not suggesting that this is something that the Common Council wants to do, but perhaps there should be a motion to defer this back, back for more specific resolution setting the Charter Committee.

Councilwoman Salafia so moves.

The Chair asks if this is a motion to refer back. He asks if there is second for this motion.

Councilman Anthony Gennaro seconds the motion.

The Chair calls for discussion, if any.

Councilman McKeon states that he would like to speak. He does not want to refer back, adding that, as far as his understanding of what the Council Clerk said and what the attorney (Corporation Counsel) said, is that once the committee is formed, then we have a public hearing and that is where the items that need to be addressed are formulated. It is probably an unnecessary. He asks if someone interrupted him.

The Chair asks Councilman McKeon to continue.

Instead, Councilman McKeon asserts that someone said something. He wants to know who said that.

The Chair calls on Councilman Eugene Nocera.

Councilman Nocera states that he agrees with Councilman McKeon. We can address this issue via the caucuses both before and after the public hearing and probably establish their goals, which is what he suggested that at the beginning, noting that Corporation Counsel Ryan said "Yes." It is a doable plan and they can move in this direction: establish the startup tonight, develop the goals collaboratively with the public and the caucuses, and vote on them at the December Council meeting.

Councilman McKeon interjects and calls a point of order. He said that there was a clarification about rules of order for the Common Council prior to the meeting. He asserts that he was in the midst of speaking and someone interrupted him, didn't identify themselves, and he wants to say that it is completely out of order first of all he thinks that it is rude and that whoever said it did not own up to it. It is puzzling to him, and he asserts that he now be allowed to finish his point. He agrees with Councilman Nocera that the business that needs to be taken care of can be taken care of in the next meeting and then we should move forward in a timely manner as it is a long process. Let's get this going. Thank you.

The Chair states that if any other Councilmembers wish to speak, he will defer to them at this time, he sees that the City Attorney Brig Smith has his hand raised so he calls on him to speak.

Attorney Smith has a couple of clarifying things. First, he thinks that there is motion on the floor that has been moved and seconded and that it needs to be disposed of first before considering the motion to table. The second point to clarify, the Statute at 7-187a, adding that he doesn't have it in front of him. That Statute states that the Council can set forth minimum requirements of things for the Committee to consider. It also specifies and sets for "the requirements, if any." What we had last time, we had an idea of these goals and what the committee might be and what we might have people look at. He assert that there is no statutory requirement that that be the case. He defers to Councilmembers Nocera, McKeon, Loffredo, and Pessina. His understanding of this resolution is that it was to be purposefully broader because they wanted to have a longer process to get community input on what these goals actually ought to be in the first place. Corporation Counsel Ryan's observation is apt that it is certainly a conversation that you need to have and you need to have it soon. He adds that Attorney Ryan is correct: you don't need to have it right now and includes, as a matter of law, at least, in this resolution. You might want it as a matter of policy. As a legal matter, that is not a statutory requirement to put it in this resolution.

The Chair states that from the first part of the comment it seems that we are entertaining conflicting motions here. He asks that Attorney Smith clarify so that he has this right: we have to dispatch with the vote – up or down - on the underlying motion and, depending on the outcome of that, we can the refer it back to or table it

Attorney Smith states that is correct, adding that he should be aware that it is a 2/3 majority requirement to pass this resolution.

Corporation Counsel Ryan, states, "Yes."

The Chair thanks the attorneys. That being the case, the Council can continue discussion, but, if amenable to folks, he asks Councilwoman Salafia to withdraw her motion and they can revisit it.

Councilwoman Salafia asks the Chair if he is suggesting that they not vote on her motion until after the original motion is voted on. She states it will likely be moot at that point, noting that there is a slight chance. She asks if she needs to withdraw, adding that it seems to her that they should first be voting on her motion to table.

Corporation Counsel Ryan states that the Council needs to vote on the tabling of the motion first. It would be clear, procedurally, if the maker of the motion and the seconder were willing to withdraw that motion. Again, they can flush this out and come up with an amended resolution at the next Council meeting.

Councilman McKeon interjects and claims a point of order. It seems that Corporation Counsel is leading the Common Council in terms of how he wants us to vote. He asserts that the Corporation Counsel has an opinion that is not based in legal standing, but is based on his opinion. He does not think it is appropriate to the conversation, so if there is a motion on the floor, the Council should vote on it. If there is a motion to table or amend, we can deal with that later. He states that there is a motion the floor and seconded. He calls the vote.

The Chair replies that the important distinction here is that, if the is a motion to table and a motion to refer back, he thinks that is the crucial distinction. The Chair states that the need to know what the motion is, so he asks Councilwoman Salafia to elaborate.

Councilwoman Salafia replies that it is a motion to refer back, however, there doesn't seem to be a committee that the resolution came out of, so it seems that it needs to be table to the next meeting.

The Chair states that the motion is to table.

Councilwoman Salafia concurs, adding that there is no committee to refer the resolution back.

The Chair State that is right, adding that would be a vote that they can take at this time. He asks Corporation Counsel Ryan to confirm.

Attorney Ryan replies, "Yes." He adds that during his many years as Corporation Counsel, under four (4) different Mayors, he has avoided vociferously trying to ever tell the Common Council how to vote he thinks that anyone who has served on the Council for any time knows that he was not trying

to direct the vote, adding that normally, the motion to table is dealt with first, but we don't have to. You can vote up or down the underlying motion, He reiterates that he was in no way trying to influence how the Common Council votes, adding that he avoids that like the plague.

The Chair thanks Corporation Counsel Ryan. The Chair states that he quickest way to do this is to vote on the motion to table, which has been made, seconded, and debated. It seems appropriate to call the roll and vote.

The Chair calls on Councilman Anthony Mangiafico.

Councilman Mangiafico states that he believes that the first motion that the Council should vote on is the motion on the agenda that was made and seconded first, before Councilwoman Salafia made her motion.

The Chair replies that what they just heard is that, because the motion was made to table that original motion, the Council must dispatch that motion to table first.

Corporation Counsel Ryan states, "Yes."

The Chair sates that they will hold that vote on the underlying motion, depending on the outcome the vote on the motion to table

The Chair calls on Councilman Grady Faulkner, Jr.

Councilman Faulkner states that he want to clarify. They will vote first on the motion to table.

The Chair replies that he does not understand the question.

Councilman Faulkner rephrases, stating that the underlying motion, the expectation is that the Council will get together and decide what items they would like to addressed in the Charter. That is his understanding.

The Chair replies that he believes that they have heard discussion on that, yes.

Councilman Vincent Loffredo interjects and claims a point of order. He state that the tabled motion is not table. Either we table it or not. If it is not tabled, there would be further discussion on the underlying motion.

Corporation Counsel Ryan relies, "That is correct."

The Chair states that they will proceed to a vote on it, having been called by Councilman McKeon, He states that the Council will be voting to table this to a future meeting. If that vote passes, they will move on. If it does not pass, they will return to the underlying agenda and consider a vote.

Councilwoman Blackwell interjects, stating that, since she will be called on to vote first, she asks that the Chair please repeat so she clear as to what they are voting on.

The Chair states that the vote to be taken is to table the resolution so that it will be revisited at a future meeting. If the vote to table passes, they will move forward on the agenda and the resolution will be brought back at a date to be determined. If the resolution to table fails, they will go to the underlying motion which is to vote on the resolution up or down.

There being no further discussion, the Chair calls for a roll call vote on the motion to table, asking the Council Clerk to read the roll.

Councilwoman Blackwell	nay
Councilwoman Carta	nay
Councilman Faulkner	nay
Councilman Darnell Ford	nay
Councilman Edward Ford	nay
Councilman Gennaro	aye
Councilman Loffredo	nay
Councilman Mangiafico	nay
Councilman McKeon	nay
Councilman Nocera	nay
Councilman Pessina	nay
Councilwoman Salafia	aye

The Chair states that the motion to table fails by a vote of 2 ayes to 10 nay votes. (Aye votes: Councilmembers Gennaro and Salafia; Nay votes: Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Loffredo, Mangiafico, McKeon, Nocera, and Pessina.) The Chair states the matter fails by a vote of two (2) to 10.

Councilman Pessina interjects and claims a point of order. He states that he did not hear the vote of Councilman Edward Ford, Jr. The Council Clerk replies that Councilman Edward Ford voted "nay."

The Chair asks if there is any further discussion on the underlying motion.

The Council Clerk states that, for the record, the underlying motion is the original language on the agenda, the original resolution, as read.

The Chair confirm that is the matter to be voted on now. There being no further discussion, the Chair calls for a roll call vote on the motion to approve the underlying resolution, asking the Council Clerk to read the roll.

Councilwoman Blackwell	aye
Councilwoman Carta	aye
Councilman Faulkner	aye
Councilman Darnell Ford	aye
Councilman Edward Ford	aye
Councilman Gennaro	aye
Councilman Loffredo	aye
Councilman Mangiafico	aye
Councilman McKeon	aye
Councilman Nocera	aye
Councilman Pessina	aye
Councilwoman Salafia	nay

The Chair states that the motion to approve the resolution, as submitted, is approved by a vote of 11 aye votes and one (1) nay vote. (Aye votes: Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, and Pessina; Nay vote: Councilmembers Salafia.) The Chair states the matter passes by a vote of 11 to one (1).

The Chairs thanks the Council. He indicates that this matter will be coming back to the Council in one form or another over the course of the next year. He thanks everyone for their participation.

- B. Approving that the City of Middletown declares a climate emergency that threatens the existence of our civilization and the natural world; and that this resolution provides the foundation upon which the City of Middletown shall develop future priorities, legislation, policies, plans, budgets, and actions; and that the Middletown Common Council will work with the Mayor to establish an emergency mobilization effort that, with ongoing City funding and appropriate financial and regulatory assistance from state and federal authorities, will aim to end City-generated greenhouse gas emissions by or before December 31, 2030, and to adopt techniques to safely reduce emitted carbon; and that the Common Council urges the Mayor to direct all City department heads, committees, and commissions to establish plans to reduce greenhouse gas emissions by both the City and the wider community, placing the highest priority on providing the benefits of a clean-energy economy to all community members on an equitable basis; and that the City of Middletown recognizes environmental injustice as a racial justice issue which the City commits to address and understands that an equitable transition to a fossil-fuel-free economy requires full community participation; and that the City of Middletown will advocate for coordinated climate action at the regional, state, and federal levels to restore a safe and sustainable climate for all living beings on earth.**

APPROVED

RESOLUTION NO: 63-20; K K: review/ resolution/ PW climate change RES 63-20 – 8 Sept 2020

WHEREAS, human activities based on the extraction and use of fossil fuels have warmed the Earth sufficiently to end the 12,000-year period of climate cycle that allowed agriculture and human civilization to develop and flourish; and

WHEREAS, the United Nations’ Intergovernmental Panel on Climate Change (IPCC), the world’s most respected organization for study of research on climate change, notes in its 2014 Fifth Assessment Report, “Continued emission of greenhouse gases will cause further warming and long-lasting changes in all components of the climate system, increasing the likelihood of severe, pervasive, and irreversible impacts for people and ecosystems”; and

WHEREAS, the burning of fossil fuels has increased atmospheric CO₂ concentration to 414 parts per million (ppm) — well in excess of the 350 ppm level long thought to be the safe upper boundary and substantially higher than the global 800,000-year maximum of 280 ppm — causing increasingly numerous, intense, and destructive wildfires, floods, storms, and droughts, as well as sea-level rise and the spread of novel diseases; and

WHEREAS, climate-fueled droughts, famine, disease, and war have already killed millions of people around the world, displaced millions more, and initiated the sixth major extinction of animal species; and

WHEREAS, in April 2016, world leaders from 175 countries, including the United States, recognized the threat of climate change and the urgent need to combat it by signing the Paris Agreement, pledging to work to keep warming “well below 2°C above pre-industrial levels” and to “pursue efforts to limit the temperature increase to 1.5°C”; and

WHEREAS, in October 2018, an IPCC special report projected that limiting warming to the 1.5°C target this century will require an unprecedented transformation of every sector of the global economy over the next 12 years; and

WHEREAS, in March 2020, climate scientists calculated that global warming has already exceeded by over 2°C pre-industrial average global temperatures, accelerating self-reinforcing changes (“feedback loops”), including the exponential increase in the release of sequestered methane, a greenhouse gas with some twenty-five times the global-warming potential of carbon dioxide; and

WHEREAS, restoring a safe climate urgently requires a comprehensive emergency mobilization to reduce greenhouse gas emissions across all sectors, to remove greenhouse gases from the atmosphere, to adopt measures to protect all species from the consequences of abrupt climate change, and to make it possible for all human beings to enjoy long, healthy, satisfying, and productive lives free of conflict, fear, and shortages; and

WHEREAS, the United States has contributed disproportionately to the climate and ecological crisis and has repeatedly obstructed efforts by other countries to transition toward a sustainable economy, and thus bears a particular responsibility to address this crisis without delay; and

WHEREAS, Black, indigenous, and other communities of color, as well as low-income communities in the United States and around the world have suffered the gravest consequences of the extractive economy since its inception and also suffer first and most acutely from climate disruption and environmental hazards, including air, water, and land pollution; and

WHEREAS, Middletown has been designated an “environmental justice community” by the Connecticut Department of Energy and Environmental Protection, indicating that a critical number of its residents experience systemic racial, social, and economic injustices and disproportionate exposure to the effects of climate change and environmental degradation; and

WHEREAS, it is vital that the City of Middletown rise to the challenge of the greatest crisis in history by joining local and global efforts to transition to a socially-just economy not based on fossil fuels.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN: that the City of Middletown declares a climate emergency that threatens the existence of our civilization and the natural world; and

BE IT FURTHER RESOLVED, that this resolution provides the foundation upon which the City of Middletown shall develop future priorities, legislation, policies, plans, budgets, and actions; and

BE IT FURTHER RESOLVED, that the Middletown Common Council will work with the Mayor to establish an emergency mobilization effort that, with ongoing City funding and appropriate financial and regulatory assistance from state and federal authorities, will aim to end City-generated greenhouse gas emissions by or before December 31, 2030, and to adopt techniques to safely reduce emitted carbon; and

BE IT FURTHER RESOLVED, that the Common Council urges the Mayor to direct all City department heads, committees, and commissions to establish plans to reduce greenhouse gas emissions by both the City and the wider community, placing the highest priority on providing the benefits of a clean-energy economy to all community members on an equitable basis; and

BE IT FURTHER RESOLVED, that the City of Middletown recognizes environmental injustice as a racial justice issue which the City commits to address and understands that an equitable transition to a fossil-fuel-free economy requires full community participation; and

BE IT FURTHER RESOLVED, that the City of Middletown will advocate for coordinated climate action at the regional, state, and federal levels to restore a safe and sustainable climate for all living beings on earth.

FISCAL IMPACT: To be Determined

Councilman Edward Ford, Jr. reads the resolution moves to approve. Councilman Vincent Loffredo seconds the motion.

The Chair calls on Councilman Edward Ford. He is cosponsoring this resolution along with Councilman Loffredo. He thanks the Clean Energy Task Force including Jennifer Kleindienst and Michael Harris for their work. He states that this is a critical first step to take, adding that they need to address what has been happening in our climate. We have to do better as human beings to take care of the environment and planet. This resolution is not an empty statement, but makes clear that the City, moving forward, will keep the issues of climate and climate change in mind. In every new building and in using clean energy resources, plans that we put forward, this needs to be at the forefront of our minds. We need to be sure that we are using smart resources, tactics, and ways to tackle this issue and truly eradicate it. It is something that our children, our grandchildren, future generations. We don't want them to have to deal with this and live in a world that is unsafe because of climate. The Council has heard tonight from people, who have given public testimony, stressing

the importance of this issue. He wants to stress that point right now as the Council passes this resolution. This is also a racial, social, and economic justice issue that we know that we must think equitably. He urges everyone to vote for this. It affects all of our health, all of our living stations and environment. If we are not careful, we only have so much time until things are out of our hands. We have, what the science tells us is that we only have so much time. This is an action that is the first step. This s something that we have to build off of in the future. It needs to be taken now and to wait any longer is unacceptable. He urges everyone to support this resolution, he is excited to support this resolution. He thanks Councilman Loffredo for his hard efforts in this resolution, his energy and time. The same to the task force.

The Chair calls on Councilman Grady Faulkner, Jr.

Councilman Faulkner states that he came into this meeting really supporting this resolution, but a couple of things were in his mind. What is the action? The other was everything is an emergency, but everything is still back at the same level. He thanks the members of the public hearing, who said things that hit him that he wasn't thinking about. The action is as simple as putting first and foremost in our minds in our daily jobs, to make every department think about this. He will support this resolution (*inaudible*). He reiterates that he will support.

There being no further discussion, the Chair calls for a roll call vote, asking the Council Clerk to read the roll.

Councilwoman Blackwell	aye
Councilwoman Carta	aye
Councilman Faulkner	aye
Councilman Darnell Ford	aye
Councilman Edward Ford	aye
Councilman Gennaro	aye
Councilman Loffredo	aye
Councilman Mangiafico	aye
Councilman McKeon	aye
Councilman Nocera	aye
Councilman Pessina	aye
Councilwoman Salafia	aye

The Chair states that the motion is unanimously approved with 12 aye votes. (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia. The Chair states the matter is approved.

- C. **Approving that That Mayor Benjamin D. Florsheim be authorized to sign and submit an application to the State of Connecticut for a grant in the amount of \$75,000.00 in Local Capital Projects Improvement Program (LoCIP) funds, for the cost to remove and trim numerous trees across Middletown that were affected by the Emerald Ash Borer; and that a new line item be created in the Capital Improvement Plan entitled “Emerald Ash Borer Tree Trimming and Removal” in the amount of \$75,000.00.**

APPROVED

Resolution No: 64-20; K: review/ resolution/ PW LoCIP emerald ash borer RES64-20 – 8

Sept 2020

Whereas, the Emerald Ash Borer (*Agrilus planipennis*), also known by the acronym EAB, is a green buprestid or jewel beetle, native to north-eastern Asia that feeds on the ash species. EAB is an invasive species and is highly destructive to ash trees and since its discovery, it has killed hundreds of millions of ash trees in North America; and

Whereas, the EAB was detected in Connecticut in 2012 and has since spread statewide. The City of Middletown Department has observed numerous ash trees that have been impacted by the EAB; and

Whereas, it is necessary for the City of Middletown Department of Public Works Department to remove and trim numerous trees across Middletown that were affected by the EAB; and

Whereas, due to a Legislative change to Local Capital Projects Improvement Program (LoCIP) which now allows Hazardous Tree/Limb/Branch Removal/Trimming projects to be included in , the Office of Policy and Management has now included such projects on LOCIP applications for municipalities.; and

Whereas, these needs meet the guidelines for projects eligible for Local Capital Projects Improvement Program funds, costing \$75,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN: That Mayor Benjamin D. Florsheim be authorized to sign and submit an application to the State of Connecticut for a grant in the amount of \$75,000.00 in Local Capital Projects Improvement Program (LoCIP) funds for the cost to remove and trim numerous trees across Middletown that were affected by the Emerald Ask Borer; and

BE IT FURTHER RESOLVED: That a new line item be created in the Capital Improvement Plan entitled “Emerald Ash Borer Tree Trimming and Removal” in the amount of \$75,000.00.

FISCAL IMPACT: Funds for these needs are available through the Local Capital Projects Improvement Program (LoCIP).

Councilman Eugene Nocera reads the resolution and moves to approve. Councilman Philip Pessina seconds the motion.

The Chair calls on Councilman Eugene Nocera.

Councilman Nocera states that, in the Council’s budget deliberations, they were trimming ways to hold the line. They spent additional money for tree planting and tree trimming. This is another attempt to do what they can in very dire economic situation. He thanks Jane Harris, who has been an advocate of this cause, including climate change. It is one of the things that we are faced within this are. We have to find ways to improve our efforts here in the “Forest City” of Middletown.

The Chair calls on Councilman Vincent Loffredo.

Councilman Loffredo states that the action they just took by adopting the climate resolution, this resolution is an “action” in part, reducing our carbon footprint. Trees are a wonderful addition to our community and so forth, very important to our well-being. It gives to the country, the State, the world. It is naturally dealing with carbon and climate problems.

The Chair calls on Councilman Philip Pessina.

Councilman Pessina states they cannot forget that this is the Forest City. During public comment, John Hall spoke on the effect on the trees. It is an opportunity to move the City and significantly try to address the climate warning situation and get us to where we always have been, the Forest City. Children love trees and we have this for our children and grandchildren and have a holistic.

There being no further discussion, the Chair calls for a roll call vote, asking the Council Clerk to read the roll.

Councilwoman Blackwell	aye
Councilwoman Carta	aye
Councilman Faulkner	aye
Councilman Darnell Ford	aye
Councilman Edward Ford	aye
Councilman Gennaro	aye
Councilman Loffredo	aye
Councilman Mangiafico	aye
Councilman McKeon	aye
Councilman Nocera	aye
Councilman Pessina	aye
Councilwoman Salafia	aye

The Chair states that the motion is unanimously approved with 12 aye votes. (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia. The Chair states the matter is approved.

- D. **Approving the Recreation & Community Services Department request to reallocate \$9,000 of the FY20-21 Youth Grant from Middletown Jr. Dragons to Middletown Youth Football and Cheer to correct a scrivener’s error in Resolution No. 47-20, which was approved by the Common Council on July 6, 2020; and that any agency receiving a Youth Grant award must comply with the City’s ordinances.**

APPROVED

Resolution No. 65-20; K: REC/resolution/ review/FY20-21 Youth Grant correction RES65-20 – 8 Sept 2020

WHEREAS, on July 6, 2020, the Common Council approved Resolution No. 47-20, allocating \$40,000 of the FY 20-21 Youth Grant to particular recipients; and

WHEREAS, to correct a scrivener’s error in Resolution 47-20, the Recreation & Community Services Department requests that the FY20-21 Youth Grant be reallocated as follows:

Reallocate the \$9,000 awarded to the Middletown Jr. Dragons in Resolution No. 47-20 to Middletown Youth Football and Cheer

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN: That the Recreation & Community Services Department request to reallocate \$9,000 of the FY20-21 Youth Grant from Middletown Jr. Dragons to Middletown Youth Football and Cheer to correct a scrivener’s error in Resolution No. 47-20, which was approved by the Common Council on July 6, 2020, is approved; and that any agency receiving a Youth Grant award must comply with the City’s ordinances.

Fiscal Impact: There is no new fiscal impact; the \$40,000 is budgeted for FY20/21.

Councilwoman Jeanette Blackwell reads the resolution and moves to approve. Councilman Philip Pessina seconds the motion.

There being no discussion, the Chair calls for a roll call vote, asking the Council Clerk to read the roll.

Councilwoman Blackwell	aye
Councilwoman Carta	aye
Councilman Faulkner	aye
Councilman Darnell Ford	aye
Councilman Edward Ford	aye
Councilman Gennaro	aye
Councilman Loffredo	aye
Councilman Mangiafico	aye
Councilman McKeon	aye
Councilman Nocera	aye
Councilman Pessina	aye
Councilwoman Salafia	aye

The Chair states that the motion is unanimously approved with 12 aye votes. (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia. The Chair states the matter is approved.

- E. **Approving that the following 2020 Entitlement appropriations are hereby approved and that the Mayor, as Chief Executive Officer of the City of Middletown, is hereby authorized to submit the 2020 Annual Action Plan to access \$482,650 of CDBG entitlement funding.**

APPROVED

Resolution No. 66-20; K: review/ resolution/ PCD 2020 CDBG Entitlement RES66-20 – 8 Sept 2020

WHEREAS, the City of Middletown receives Community Development Block Grant (CDBG) funds from the US Department of Housing & Urban Development as an entitlement community, and

WHEREAS, the final rule was published on January 5, 1995 in the Federal Register for the Consolidated Submission for Community Planning & Development Programs; and,

WHEREAS, the ongoing receipt of CDBG funds is contingent upon the adoption of a Five-Year Consolidated Plan of Housing and Community Development under federal regulations [24 CFR 91.1(a)(2)], and the adoption of an Annual Action Plan; and,

WHEREAS, such Annual Action Plan has been approved and has been reviewed by the public and by the Citizens’ Advisory Committee pursuant to the HUD final rule; and,

WHEREAS, the Citizens’ Advisory Committee has seen fit to recommend approval and adoption of this Annual Action Plan; and

WHEREAS, the City of Middletown expects to received \$482,650 in Community Development Block Grant funds for the 2020 entitlement year ; and,

WHEREAS, if the Federal HUD allocation is different from what is anticipated, said difference shall be proportionally distributed to the awarded organizations listed within the resolution or the Common Council may see fit to reallocate funding to the various applicants; and,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN: That the following 2020 Entitlement appropriations are hereby approved:

St. Vincent DePaul Middletown	Amazing Grace Food Distribution Initiative	\$10,000.00
Oddfellows Playhouse	Youth Scholarships	\$ 6,000.00
Columbus House	Middletown Warming Center	\$25,000.00
Middlesex Community College	Magic Food Bus Phase V	\$ 2,500.00
City of Middletown	Farmer’s Market	\$ 8,498.00
Women and Families Center	Sexual Assault Crisis Services	\$ 5,000.00
Russell Library	Career Program	\$ 8,000.00
Middlesex YMCA	Teen Program	\$ 5,000.00
The Connection	Middletown Works Support	\$ 2,400.00
Future’s Inc.	Micro Enterprise Assistance	\$30,000.00
Buttonwood Tree	LMI Job Creation	\$24,000.00
Clean Energy Task Force	Housing Improvements	\$15,000.00
Gilead Community Services	Social Center Renovations	\$21,210.00
Gilead Community Services	Resource Center Paving	\$65,000.00
Oddfellows Playhouse	Roof Replacement	\$39,000.00
Oddfellows Playhouse	HVAC System Replacement	\$35,400.00
MARC Community Resources	ADA and improvements	\$90,642.00
City of Middletown	Program Administration	\$90,000.00

BE IT FURTHER RESOLVED: That the Mayor, as Chief Executive Officer of the City of Middletown, is hereby authorized to submit *the 2020 Annual Action Plan* to access \$482,650 of CDBG entitlement funding.

FINANCIAL IMPACT: The CDBG program allows for 20% of the entitlement amount to fund program administration which is used to offset the salary and operating costs to run the program. Staff time and associated costs to oversee these projects are fund with a \$90,000 reimbursement to the City through the CDBG program.

Councilman Anthony Mangiafico reads the resolution and moves to approve. Councilman Edward McKeon seconds the motion.

The Chair calls on Councilman Edward McKeon.

Councilman McKeon states that he will abstain from voting, so the motion will need another second.

Councilman Vincent Loffredo seconds the motion.

Councilman McKeon interjects and states that CDBG – the Community Development Block Grant program – started decades ago to help combat poverty in the City. It’s a really important program. It comes up every year. The Commission debated how to provide this money to organization He also thanks the organizations that do the work and made the presentations and were awarded these grants. He reiterates that he will not be voting.

The Chair calls on Councilman Philip Pessina

Councilman Pessina states that he will not be voting because is a board member on one of the receiving agencies. He will recuse himself.

There being no further discussion, the Chair calls for a roll call vote, asking the Council Clerk to read the roll.

Councilwoman Blackwell	aye
Councilwoman Carta	aye
Councilman Faulkner	aye
Councilman Darnell Ford	aye
Councilman Edward Ford	aye
Councilman Gennaro	aye
Councilman Loffredo	aye
Councilman Mangiafico	aye
Councilman McKeon	abstain
Councilman Nocera	aye
Councilman Pessina	abstain
Councilwoman Salafia	aye

The Chair states that the motion is approved with 10 aye votes and two (2) abstentions. (Voting Aye: Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, Nocera, and Salafia; Abstaining: Councilmembers McKeon and Pessina.) The Chair states the matter is approved.

- F. **Approving the Five-Year Consolidated Plan of Housing and Community Development for years 2020-2024 and the revision to the Citizen’s Participation Plan; and that the Mayor, as Chief Executive Officer of the City of Middletown, is hereby authorized to submit the Five-Year Consolidated Plan of Housing and Community Development for years 2020-2024 and the revised Citizen’s Participation Plan to the U.S. department of Housing & Urban Development.**

APPROVED

RESOLUTION NO: 67-20; K: review/ resolution/ PCD 5yr consolidated plan RES 67-20 – 8 Sept 2020

WHEREAS, the City of Middletown receives Community Development Block Grant (CDBG) funds from the US Department of Housing & Urban Development (HUD) as an entitlement community, and

WHEREAS, the final rule was published on January 5, 1995 in the Federal Register for the Consolidated Submission for Community Planning & Development Programs; and,

WHEREAS, the ongoing receipt of CDBG funds is contingent upon the adoption of a Five-Year Consolidated Plan of Housing and Community Development under federal regulations [24 CFR 91.1(a)(2)], and

WHEREAS, such Five-Year Consolidated Plan for years 2020-2024 has been reviewed by the public and approved by the Citizens’ Advisory Committee pursuant to the HUD final rule; and,

WHEREAS the Citizen’s Participation Plan has been revised and has been reviewed by the public and approved by the Citizen’s Advisory Committee

WHEREAS, the Citizens’ Advisory Committee has seen fit to recommend approval and adoption of the Five-Year Consolidated Plan and the revised Citizen’s Participation Plan; and

NOW TERFORE BE IT RESOLVED: That the Common Council approve the Five-Year Consolidated Plan of Housing and Community Development for years 2020-2024 and the revision to the Citizen’s Participation Plan; and

BE IT FURTHER RESOLVED: That the Mayor, as Chief Executive Officer of the City of Middletown, is hereby authorized to submit the Five-Year Consolidated Plan of Housing and Community Development for years 2020-2024 and the revised Citizen’s Participation Plan to the U.S. Department of Housing & Urban Development.

FINANCIAL IMPACT: None

CITIZEN'S ADVISORY COMMITTEE- CITIZEN'S PARTICIPATION PLAN

PREAMBLE

The City of Middletown is a participating entitlement jurisdiction with the U.S. Department of Housing and Urban Development in receiving Community Development Block Grants (CDBG). As such, citizens, public agencies and other interested parties are guaranteed a role in the development and review of plans and performance reports and, further, shall have access to certain records and technical assistance. The Citizen Participation Plan sets forth those procedures.

In light of the COVID-19 pandemic, the City of Middletown is revising its approved Citizens Participation Plan to respond expediently to the public health and economic crisis. As permitted by HUD, the CPP is amended as follows:

1. During emergency situations in accordance with 24 CFR 5.110, HUD may upon determination of good cause and subject to statutory limitations, waive regulatory provisions. During these events, the Chief Elected Official shall notify HUD of the use of these waivers per HUD guidelines.

- **In or to Prevent, Prepare and Respond during the COVID-19 epidemic, HUD has allowed for the following:**

- **Given the need to expedite actions to respond to COVID-19, HUD waives 24 CFR 91.105(c)(2) and (k), 91.115(c)(2) and (i) as specified below, in order to balance the need to respond quickly to the growing spread and effects of COVID-19 with the statutory requirement to provide reasonable notice and opportunity for citizens to comment on substantial amendments concerning**

- **This 30-day minimum for the required public comment period is waived for substantial amendments, provided that no less than 5 days are provided for public comments on each substantial amendment. The waiver is available through the end of the recipient’s 2020 program year. Any recipient wishing to undertake further amendments to prior year plans following the 2020 program year can do so during the development of its FY 2021 Annual Action Plan. The 5 day comment period applies to Consolidated Plans, Annual Action Plans and Consolidated Annual Performance and Evaluation Reports.**

- **The waiver also allows for amendments to be heard by virtual or electronic meetings.**

- **In addition, HUD has allowed for:**

- **As noted above, the regulations at 24 CFR 91.105 (for local governments) and 91.115 (for States) set forth the Citizen Participation Plan requirements for recipients. For substantial amendments to the consolidated plan, the regulations require the recipient to follow its Citizen Participation Plan to provide citizens with reasonable notice and opportunity to comment. The Citizen Participation Plan must state how reasonable notice and opportunity to comment will be given.**

- **During these periods the City shall advertise in the Hartford Courant, Public Access Channel-19 and on the City’s website and social media accounts.**

- **Individuals will be able to submit comments to the Department of Planning, Conservation and Development via mail, email or by phone.**

- **Reasonable notice shall consist of no less than 5 calendar days.**

ENCOURAGEMENT OF CITIZEN PARTICIPATION

The Plan will encourage:

- **Citizens, public agencies and other interested parties to participate in the development and review of the Consolidated Plan and its amendments, Annual Plan, Environmental Review Record and Consolidated Annual Performance and Evaluation Report.**

- **Participation by low and moderate income persons living in slum and blighted areas and in areas where CDBG funds are proposed to be used and residents of predominantly low and moderate income neighborhoods.**

- **Participation of all citizens of the City, including minorities and non-English speaking persons, as well as persons with disabilities.**

- In conjunction with the Middletown Housing Authority (Authority), participation of residents in public and assisted housing developments in the process of developing and implementing the consolidated plan, along with other low income residents of targeted revitalization areas in which the developments are located. The City will provide information to the Authority about its Consolidated Plan activities related to its developments so that the Authority can make this information available at the annual public hearing required under the Comprehensive Gant Program.
- The Mayor and Common Council to designate target areas within the City which have 50% or more low to moderate income individuals.

CITIZEN ADVISORY COMMITTEE

The objective and purpose of the Citizen Advisory Committee of the City of Middletown, Connecticut shall primarily be to administer the citizen participation requirements of the Housing and Community Development of 1974, as amended, and Public Act No. 75-443, as amended. Further, it shall: prepare and recommend grant applications for CDBG funding to the Mayor and Common Council; monitor the progress of all funded programs; and; make recommendations to the Mayor and Common Council regarding the implementation of CDBG funded programs.

- A. Structure of Citizens Advisory Committee (CAC)
1. A community-wide CAC shall be appointed by the Mayor with the approval of the Common Council. The membership shall consist of fifteen (15) citizens of the City of Middletown.
 2. Membership to the CAC should represent the following interest groups in order to advise in affairs of the Community Development Block Grant Program (CDBG) as authorized by the Housing and Community Development Act of 1974, as amended:

Common Council (one from each political party)	2
At-Large	2
Middletown Housing Authority	1
Planning and Zoning Commission	1
Low/Moderate Income	1
Elderly	1
Disabled	1
Census Tracts 5412, 5413, 5414	2
Census Tracts 5411, 5415, 5416, 5417	2
Census Tracts 5418, 5419, 5420, 5421, 5422	2

3. **Terms - the term of the Common Council members shall run concurrently with the term of their office. The term of the remaining thirteen (13) members shall be as follows: four (4) shall serve for one (1) year; three (3) shall serve for two years; three (3) shall serve for three (3) years; and, three (3) shall serve for four (4) years. Thereafter, members shall be appointed annually to serve for four (4) years. Each member shall serve until his successor is appointed and has qualified and any vacancy shall be filled for the unexpired term.**

4. In the event that any CAC member misses three (3) consecutive meetings and upon the recommendation of the Citizen Advisory Committee Chair person, the Mayor may remove that member and fill the vacancy. Generally, if any such member represents a specific interest group, he/she shall be replaced by a person representing the same group. Voluntary resignations shall be handled in a similar manner.

- B. Organization of the CAC
1. The Committee shall select a Chair person, a Vice-Chair person and a Secretary. An annual organizational meeting for the purpose of electing officers shall be conducted each January.
 2. Regular meetings of the CAC shall be held on the third (3rd) Wednesday of each month at 5:00 p.m. at a place specified with the City and Town Clerk.
 3. The office of the CAC shall be with the Community Development Division of the Department of Planning, Conservation, and Development.

- C. Role of the CAC
1. The CAC shall be responsible for encouraging of citizen participation, as required by the Plan, all citizens, public agencies and other interested parties including minorities, low/moderate income persons and non-English speaking persons, as well as persons with disabilities at its meetings.
 2. The CAC shall be responsible for citizen participation prior to making recommendations to the Mayor and Common Council on the following items, including but not limited to:
 - a. The Five-year Consolidated Plan, including the identification of community development and housing needs and the setting of priorities.
 - b. Annual Action Plan of projects that are consistent with the Consolidated Plan.
 - c. The annual CDBG Program and CDBG budget.
 - d. Subsequent minor amendments and other significant changes/amendments to previously approved programs in the Consolidated Plan.

3. The CAC shall be responsible for recommending to the Mayor and Common Council, policy and methods of implementing CDBG projects.
4. The CAC shall participate in the preparation of the Consolidated Annual Performance and Evaluation Report (CAPER) by soliciting views concerning the effectiveness of various CDBG projects.
5. All meetings of the CAC shall be conducted in an open manner, with freedom of access to all interested persons. Dates, times and locations of all meetings shall be posted with the City and Town Clerk in a manner consistent with the Connecticut Freedom of Information Act, as amended.

DEVELOPMENT OF THE FIVE YEAR CONSOLIDATED PLAN

Prior to adoption of a Five Year Consolidated Plan, the City will make available to interested citizens, agencies, groups and other interested parties the following:

- Information that includes the amount of grant funds and program income it expects to receive.
- The range of activities that may be undertaken.
- The estimated amount that will benefit persons of low and moderate income.

- Set forth plans to minimize displacement of persons and to assist any person displaced, specifying the types and levels of assistance that will be made to persons displaced and by whom the assistance will come from.
- Publication of the proposed Consolidated Plan in a manner that affords all citizens a reasonable opportunity to examine its contents and submit comments.
- Publish the proposed Consolidated Plan or its Summary in the Hartford Courant. The Summary will describe the contents and purpose of the proposed Consolidated Plan and include a list of locations where copies of the entire proposed Consolidated Plan may be examined.
- The City will provide free copies of the proposed Consolidated Plan to citizens and groups that request it.
- Make copies of the proposed Consolidated Plan and Summary available at the Department of Planning, Conservation and Development, Russell Library, Town Clerks Office, Middletown Housing Authority, and the Middlesex Chamber of Commerce
- Provide a thirty (30) period for review and to receive comments from interested citizens, agencies and/or groups on the proposed Consolidated Plan, **except when waivers are provided by HUD during emergency declarations.**
- The City shall consider any comments or views of interested citizens, agencies and/or groups received in writing and/or orally at the public hearing, in preparation of the final Consolidated Plan. A summary of comments and views received and a summary of comments and views not accepted and the reasons therefore, shall be attached to the final Consolidated Plan. *Public hearings will be held in venues accessible for those with disabilities. Upon request non-English speaking residents will be met in the case of a public hearing where a significant number of non-English speaking residents can be reasonably expected to participate, where practical.*
- Provide a copy of the proposed Consolidate Plan and summary at www.middletownplanning.com.

The CAC shall conduct public meetings with interested citizens, agencies and/or groups and at least one public hearing prior to the acceptance of the Five Year Consolidated Plan.

1. Meetings shall be held to encourage the submission of views and recommendations prior to the formulation of the Consolidated Plan.
2. There shall be a thirty (30) day review period from date of notice in the paper for interested citizens, agencies and/or groups to submit their comments, **except when waivers are provided by HUD during emergency situations.**
3. Public meetings may be held at selected sites convenient to the residents of the City of Middletown, including the handicapped, with particular emphasis on participation by low and moderate income residents.
4. Following the conduct of the public hearing on the development of the Consolidated Plan, the City of Middletown must certify that the following assurances have been met:
 - a. The City has prepared and followed a written Citizen Participation Plan that meets the requirements of the Federal Regulations.
 - b. The City of Middletown has provided adequate notices of public hearing as required by the Citizen Participation Plan.
 - c. The City of Middletown has held a hearing on the proposed Consolidated Plan before adoption of a resolution by the Common Council for submission to HUD.
5. **The Consolidated Plan must be submitted to the HUD office for review and approval at least forty-five (45) days before the start of the City's program year which date is July 18. The City's program year is from September 1 to August 31, except when waivers are provided by HUD during emergency situations.**

ANNUAL ENTITLEMENT PROGRAM

1. The CAC shall solicit views of all citizens, agencies and other interested parties, particularly low and moderate income persons, so as to enable them to be meaningfully involved in important discussions at various stages of the Entitlement Program and Annual Plan process.
2. *The CAC shall determine, based on the Consolidated Plan, what portion of the Entitlement Funding will be:*
 - a. *Discretionary,*
 - b. *what funds will be set-aside for an request for proposals project, as described under number 4 of this section, and*
 - c. *what funds are were earmarked for previous commitments, such as Section 108 Loan repayments or multi-year projects.*
3. *Discretionary CDBG Funding-* Upon ~~notice from~~ consultation with HUD on the amount of Entitlement funds that the City will receive, the CAC will schedule a public hearing to solicit proposals, through the application process, for the funds.
 - a. At least fifty (50) days prior to a public hearing, the City shall publish a notice in easily readable type in the legal section of the Middletown Press and Hartford Courant. The notice shall include the following information:
 - 1) The total amount of CDBG funds available to the City for all eligible activities.
 - 2) The range of activities that may be undertaken and the kind of activities previously funded in Middletown.
 - 3) The application process to be followed.
 - 4) The role of citizens in the program and process.
 - 5) A summary of other important program requirements.
 - 6) Date, time and place of hearing.
 - 7) Place to obtain additional information and assistance.
 - 8) Consideration of any amendments to the Five Year Consolidated Plan which is dated September 1 - August 31 and any amendments to the Citizen Participation Plan.
 - b. Technical assistance in developing proposals will be available to a group representative of low and moderate income persons.
 - c. The application shall be due to the City's Community Development Division of the Department of Planning, Conservation and Development at least thirty (30) days prior to the public hearing date. The purpose of this time frame is to give the CAC and staff sufficient time to review and

justify approval of the applications. In evaluating each application, the following criteria should be used:

- eligibility of the activity under CDBG
 - compliance with the CDBG national objective
 - consistency with priorities and specific objectives established in the Consolidated Plan
 - prior experience with CDBG
 - Prior experience in the community
 - prior experience in the type of project/activity being proposed
 - organization administrative and financial capacity to carry out the proposed activity.
- d. Prior to the public hearing, from date of advertisement in the paper to date that proposals are due, news media coverage shall be sought prior to a public hearing in order that additional program information may be publicized. Public service announcements/press releases on the availability of the Entitlement funds shall be placed in the Middletown Press, Hartford Courant and on the local radio station(s).
- e. Whenever there is a significant number of low/moderate income persons and residents who may be affected by the CDBG program and who read a primary language other than English, all notices of public hearings and summaries of the basic information shall be produced in such language or languages and bilingual opportunities shall be offered at the public hearing. Such non-English announcements and notices shall be provided in cooperation with other community organizations.
- f. Notices of public hearings shall be posted in the City of Middletown Town Clerk's Office.
- g. Notice of public hearings shall be made available to organizations such as Middletown Housing Authority, Community Health Center and The Connection, Inc. for distribution into low/moderate income areas.
- h. *Public hearings will be held in venues accessible for those with disabilities.*
- i. *Upon request non-English speaking residents will be met in the case of a public hearing where a significant number of non-English speaking residents can be reasonably expected to participate, where practical.*
4. Request for Proposals
- a. Request for Proposal can be either incorporated as part of the solicitation of proposed project as described in part 3 of this section.
- b. The CAC can at any time of the year issue a request for proposals based on the following procedure:
- i. At least thirty (30) days prior to a public hearing, *except when a waiver is provided by HUD during emergency situations*, the City shall publish a notice in easily readable type in the legal section of the Middletown Press and Hartford Courant. The notice shall include the following information:
1. The total amount of CDBG funds available through the request for proposal.
 2. The range of activities that may be undertaken.
 3. The application process to be followed.
 4. The role of citizens in the program and process.
 5. A summary of other important program requirements.
 6. Date, time and place of hearing.
 7. Place to obtain additional information and assistance.
- ii. The application shall be due to the City's Community Development Division of the Department of Planning, Conservation and Development at least twenty-one (21) days prior to the public hearing date. The purpose of this time frame is to give the CAC and staff sufficient time to review and justify approval of the applications. In evaluating each application, the following criteria should be used:
1. Capacity to meet the special requirements of the Request for proposal
 2. Capacity to carry out the project and
 3. eligibility of the activity under CDBG
 4. compliance with the CDBG national objective
 5. consistency with priorities and specific objectives established in the Consolidated Plan
 6. prior experience with CDBG
 7. organization administrative and financial capacity to carry out the proposed activity.
 8. Prior experience in the community
 9. prior experience in the type of project/activity being proposed
- b. Prior to the public hearing, from date of advertisement in the paper to date that proposals are due, news media coverage shall be sought prior to a public hearing in order that additional program information may be publicized. Public service announcements/press releases on the availability of the Entitlement funds shall be placed in the Middletown Press, Hartford Courant and on the local radio station(s).
- c. Whenever there is a significant number of low/moderate income persons and residents who may be affected by the CDBG program and who read a primary language other than English, all notices of public hearings and summaries of the basic information shall be produced in such language or languages and bilingual opportunities shall be offered at the public hearing. Such non-English announcements and notices shall be provided in cooperation with other community organizations.
- d. Notices of public hearings shall be posted in the City of Middletown Town Clerk's Office.

DEVELOPMENT OF THE ANNUAL PLAN

Upon review of the proposals submitted at the public hearing for the Entitlement Program, the CAC may, at its discretion hold special meetings in order to discuss the proposals that were submitted. The CAC will then, at its next regular meeting, make recommendations to the Common Council of funding allocations for the Entitlement Program. Upon approval of the Common Council, staff in the Community Development Division of the Department of Planning, Conservation, and Development will prepare the Annual Plan for the current year. Amendments to the Consolidated Plan will also be included in the submission of the Annual Plan to HUD.

The Annual Plan shall include:

- Form Application - Standard Form 424
- Federal and Other Resources Available
- Activities to Be Undertaken

- Geographic Distribution
- Homeless and Other Special Needs Activities
- Other Actions:
- c. Address obstacles in meeting underserved needs, such as foster and maintain affordable housing, remove barriers to affordable housing, evaluate and reduce lead-based paint hazards, reduce the number of poverty level families, develop institutional structure and enhance coordination between public and private housing and social service agencies and foster public housing improvements and resident initiatives.
- d. Reference to the annual revisions of the action plan prepared for the CDBG funds expected to be available during the program year including any program income that will have been received before the start of the next program year and that has not yet been programmed.
- e. Amendments to the Consolidated Plan.

The Annual Plan is due at HUD no less than forty-five (45) days before the start of the City's program year which date is July 18 each year, **except when a waiver is provided by HUD during emergency situations**. An advertisement shall be published in the Hartford Courant stating that a draft of the Annual Plan is available for review. This will provide a comment period for review and to receive comments from interested citizens, groups and/or agencies on the proposed Annual Plan Consolidated amendments. The City shall consider any comments or views of citizens, agencies and/or groups received in writing and/or orally at the public hearing, in preparation of the final Annual Plan. A summary of comments and views received and a summary of comments and views not accepted and the reasons therefore, shall be attached to the final Annual Plan. *Public hearings will be held in venues accessible for those with disabilities. Upon request non-English speaking residents will be met in the case of a public hearing where a significant number of non-English speaking residents can be reasonably expected to participate, where practical.*

Prior to submitting the combined notice of Release of Funds and Finding of No Significant Impact to HUD, an Environmental Review Record (ERR) must be completed on each activity that is identified in the Annual Plan. CDBG funds cannot be spent prior to approval from HUD on a Release of Funds.

Upon completion of the ERR, a legal notice will be placed in the Hartford Courant stating that the ERR is available for review and that comments are encouraged from interested citizens, agencies and/or organizations for a period of fifteen (15) days.

CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

1. The Consolidated Annual Performance and Evaluation Report (CAPER), which is a requirement of HUD pursuant to 24 CFR Part 91, is due for submission at HUD within ninety (90) days of the close of the City's program year which is the 29th day of November each year, **except when waivers are provided by HUD during emergency situations**. The purpose of the CAPER is to provide HUD with necessary information to assess the City's ability to carry out its programs in compliance with applicable regulations and requirements; provide information necessary for HUD to report to Congress; and, provide the City with an opportunity to describe its program achievements its interested citizens, agencies and/or groups.

2. An advertisement shall be published in the Hartford Courant stating that a draft of the CAPER is available for review. This will provide a comment period for review and to receive comments from interested citizens, agencies and groups on proposed CAPER. The City shall consider any comments or views of citizens, agencies and/or groups received in writing and/or orally in preparation of the final CAPER. A summary of comments and views received and a summary of comments and views not accepted and the reasons therefore, shall also be attached to the final CAPER.

3. *The City shall consider any comments or views of citizens, agencies and/or groups received in writing and/or orally at the public hearing, in preparation of the CAPER. The public hearing time and location will be included in the advertisement mentioned in part 2 of this section regarding the CAPER. A summary of comments and views received and a summary of comments and views not accepted and the reasons therefore, shall be attached to the final Annual Plan.*

PROGRAM AMENDMENTS

Prior to making any additions, deletions, or changes to the Community Development Block Grant Program Consolidated Plan, the following determination will be made on the amendment:

1. If the proposed change is a minor amendment defined as an amendment to the program that costs less than 10% of the total current year grant and only affects an activity previously described in the Consolidated Plan and Annual Plans.

OR

If the proposed change is a substantial amendment when

- a) *the amendment makes changes in its allocation priorities or a change in the method of distribution of funds;*
- b) *the amendment carries out an activity, using funds from any program covered by the consolidated Plan (including program income), not previously described in the action plan; or*
- c) *the amendment changes the purpose, scope, location or beneficiaries of an activity.*

Once a determination has been made, based on the above criteria, one of the two following procedures will be undertaken:

- 1 Minor Amendment

The staff of the Community Development Division of the Department of Planning, Conservation and Development will seek an approval from the CAC; and, subsequent to the CAC's decision, a final

approval shall be sought from the Common Council for any minor amendment to the City's Entitlement Program and will be noted in the Annual Plan.

2. Substantial Amendment

The staff of the Community Development Division of the Department of Planning, Conservation and Development will, pursuant to the Community Development Block Grant Regulations (24 CFR 91.105 and 24 CFR Part 570), undertake the following amendment process for any proposed substantial amendment to the Consolidated Plan:

- a. Provide a reasonable notice of public hearing on the proposed amendment to the Consolidated Plan by publishing a legal notice in the Hartford Courant.
 - 1) The notice shall provide a description of the amendment.
 - 2) Be published at least *thirty (30) days* prior to the public hearing, **except when a waiver is provided by HUD during emergency situations.**
 - b. Allow citizens, agencies and/or groups the opportunity to comment on the proposed amendment in writing and/or verbally at a public hearing which will be held by the CAC. - *Public hearings will be held in venues accessible for those with disabilities. Upon request non-English speaking residents will be met in the case of a public hearing where a significant number of non-English speaking residents can be reasonably expected to participate, where practical.*
 - c. Consider interested citizens, agencies and/or groups' comments when finalizing the proposed amendment.
 - d. Seek approval from the Citizen Advisory Committee on the proposed activity(ies) which comprise the proposed amendment; and, seek subsequent approval from the Common Council.
 - e. Forward a descriptive amendment to the Consolidated Plan on the adopted amendment with a signed transmittal letter signed by the Mayor to the HUD.
3. Changes that do not require Common Council approval and may be approved only by the CAC are minor amendments such as:
- minor additions or changes of the scope of services in a contract which is not a substantial amount of allocated funds and which would require a contract amendment and not a line item change;
 - extensions to the time of performance of approved activities;
 - change of language in an executed contract for an approved activity.

RESPONDING TO CITIZEN COMMENTS, VIEWS AND OBJECTIONS

A. Program Recommendations, Requests and Objections

1. Recommendations, requests and/or objections may be submitted to the CAC for consideration from interested citizens, agencies and/or organizations at any time during the program year.

2. Written responses shall be made to these written recommendations after a determination by the CAC at its special meeting or regular meeting date.

3. Additionally, written comments, requests, and/or inquiries which require a response to general information and/or clarification of the CDBG program can be handled by staff in the Community Development Division of the Department of Planning, Conservation and Development. The response time shall be within fifteen (15) working days of the receipt of the written comment, request and/or inquiry, *where practicable*.

4. All written responses to written recommendations, requests and/or objections shall state reasons for action taken or, in the case of staff response, shall make specific reference to pertinent sections of CDBG legislation.

5. Whenever practical, responses should be made prior to the end of the comment period as stated in the legal notice on the development of the Consolidated Plan, Annual Plan, Environmental Review Record and/or Consolidated Annual Performance and Evaluation Report for which the written recommendation, request and/or objection was offered.

6. Written recommendations, requests and/or objections not offered at officially called meetings of the CAC shall be addressed to the Community Development Division of the Department of Planning, Conservation and Development, Municipal Building, P.O. Box 1300, 245 deKoven Drive, Middletown, CT 06457, or sent electronically to the email of the staff of the CAC, for placement on the agenda for the next appropriate meeting.

B. Objections may also be made, in writing, to HUD. HUD will consider objections only on the following grounds:

- a. The applicant's description of needs and objectives is plainly inconsistent with available facts and data; or
- b. The activities to be undertaken are plainly inappropriate to meeting the needs and objectives identified by the applicant; or
- c. The applicant does not comply with the requirements of HUD or other applicable laws; or
- d. The application proposes activities which are ineligible.

Objections shall include identification and documentation of requirements not met and where data is objected to, new data shall be offered.

Objections to a particular application should be submitted within thirty (30) days of the publication of the combined Notice of Release of Funds and Finding of No Significant Impact.

C. Citizen Comment to Federal and State Agencies

1. HUD will consider citizen objections to the CDBG Program at any time.
2. Citizens may comment to HUD at any time concerning Middletown's failure to comply with any of the Citizen Participation Requirements of this Citizen Participation Plan.

D. Should the Community Development Division of the Department of Planning, Conservation, and Development, for whatever reason, not be handicapped accessible, a copy of the Citizen Participation Plan, the proposed and approved Consolidated Plan and Annual Plans and the most recent Consolidated Annual Performance and Evaluation Report shall be on file with the City and Town Clerk's Office.

- E. Technical Assistance Shall be Offered to Facilitate Citizen Participation
- 1. Assistance shall be provided to citizen organizations, groups of low/moderate income persons, groups of residents in existing neighborhood target areas and nonprofit agencies who provide a service to low and moderate income individuals.
- 2. Assistance may be provided to citizens in organizing and operating neighborhood and project area organizations to carry out CDBG activities.
- 3. Requests for assistance shall be made, in writing, to the CAC, or Community Development Division of the Department of Planning, Conservation, and Development, specifying the type of assistance required and the reasons for assistance.
- 4. The extent of assistance offered shall be determined by the Mayor and Common Council. Such determination may be made at the recommendation of the CAC.
- 5. The Mayor and Common Council shall consider all the resources of the City and shall generally not overextend staff or budgets when offering assistance.
- 6. The specialist(s) selected to provide technical assistance shall be jointly selected by the City and the organizations and groups to be assisted.
- 7. Technical assistance may be either provided directly by the City or through arrangements with public, private or non-profit entities.

AVAILABILITY OF RECORDS

- A. *The City will provide the Consolidated Plans, as adopted, substantial amendments, and the performance reports will be available to the public, including the availability of materials in a form accessible to persons with disabilities, non-English speaking residents, upon request where practical.*
- 1. The City shall maintain records pertaining to the CDBG Program in the Municipal Building for a period of five years.
- 2. Documents on file with the Municipal Development Office shall include:
 - a. All mailings and promotional information.
 - b. Records of hearings and meetings of the CAC and Common Council.
 - c. All key documents, including prior Final Statements, letters of approval, grant agreements, the citizen participation file, performance reports, evaluation reports, Letters of Credit, other reports as required and the proposed and approved Final Statements for the current year.
 - d. CDBG regulations and issuances governing the program.
 - e. Other important program requirements such as contracting procedures, environmental policies, fair housing and other equal opportunity requirements and relocation provisions.
- 3. Documents on file with the Department of Finance shall include:
 - a. Copies of all construction contracts.
 - b. All financial data indicating expenditures of CDBG funds.
- 4. All records shall be available for inspection between the hours of 8:30 a.m. and 4:30 p.m. during normal working days.
- 5. Requests for copies of any available records shall be made, in writing, pursuant to established City policy. The current fee schedule for copying records shall be applicable.

EFFECTIVITY

- i. The Citizen Participation Plan shall become effective upon approval by the Common Council.
- ii. The Citizen Participation Plan may be amended from time to time by the Common Council. Citizens may offer suggestions to the Plan by writing to the Municipal Development Office. All such suggestions shall be considered by the Citizens Advisory Committee at its next regularly scheduled meeting. Citizens shall have the opportunity to comment on any and all suggested amendments either before the Citizens Advisory Committee or before the Common Council at such time as amendments are being considered by either body.
- iii. The Citizen Participation Plan was formally adopted by the Common Council through Resolution #72 on May 11, 1978. The Plan became effective on May 18, 1978.
- iv. Amendments to the Plan are as follows:

DATE	RESOLUTION NO.	EFFECTIVE DATE
3/2/1981	No. 31	3/9/1981
7/6/1982	No. 87	7/6/1982
7/5/1988	No. 142	7/5/1988
7/3/1995	No. 156	7/3/1995
6/3/1996	No. 101	6/3/1996
7/6/1999	No. 232-99	7/6/1999
mm/dd/2011	No.	mm/dd/2011

(June 2010)

Councilman Vincent Loffredo reads the resolution and moves to approve. Councilman Philip Pessina seconds the motion.

There being no discussion, the Chair calls for a roll call vote, asking the Council Clerk to read the roll.

Councilwoman Blackwell	aye
Councilwoman Carta	aye
Councilman Faulkner	aye
Councilman Darnell Ford	aye
Councilman Edward Ford	aye
Councilman Gennaro	aye
Councilman Loffredo	aye
Councilman Mangiafico	aye

Councilman McKeon	aye
Councilman Nocera	aye
Councilman Pessina	aye
Councilwoman Salafia	aye

The Chair states that the motion is unanimously approved with 12 aye votes. (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia. The Chair states the matter is approved.

G. Approving a City of Middletown Bridge Loan in the amount of \$10,000 to ProTech Automotive LLC; and, the Mayor is hereby authorized to sign all documents necessary to close the loan with ProTech Automotive LLC.

APPROVED

Resolution No: 68-20; K: review/ resolution/ EDC bridge loan ProTech Auto RES 68-20 – 8 Sept 2020

WHEREAS, the City of Middletown’s economy and businesses have been negatively impacted by the COVID-19 pandemic; and

WHEREAS, the City is seeking ways to help Middletown businesses financially through the pandemic; and

WHEREAS, the Common Council created a \$250,000 Bridge Loan Fund to assist Middletown businesses by offering them \$10,000 loans at 3.5% interest, payable over one year starting in January 2021; and

WHEREAS, the Economic Development Committee, at its meeting of August 27, 2020, recommended approval of a \$10,000 loan to ProTech Automotive LLC of 690 South Main Street, Middletown, CT; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN: The Common Council approves a City of Middletown Bridge Loan in the amount of \$10,000 to ProTech Automotive LLC; and, the Mayor is hereby authorized to sign all documents necessary to close the loan with ProTech Automotive LLC.

FINANCIAL IMPACT – This has a \$190.64 positive impact on the Economic Development Fund.

Councilwoman Meghan Carta reads the resolution and moves to approve. Councilman Eugene Nocera seconds the motion.

There being no discussion, the Chair calls for a roll call vote, asking the Council Clerk to read the roll.

Councilwoman Blackwell	aye
Councilwoman Carta	aye
Councilman Faulkner	aye
Councilman Darnell Ford	aye
Councilman Edward Ford	aye
Councilman Gennaro	aye
Councilman Loffredo	aye
Councilman Mangiafico	aye
Councilman McKeon	aye
Councilman Nocera	aye
Councilman Pessina	aye
Councilwoman Salafia	aye

The Chair states that the motion is unanimously approved with 12 aye votes. (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia. The Chair states the matter is approved.

H. Approving the allocation of the CARES ACT Community Development Block Grant Funding to the following Middletown Small Businesses: Zero Degree Middletown, LLC -- \$5,000.00 and First Chance, Inc. The Bridge -- \$5,000.00; and that the Mayor is hereby authorized to execute all contractual paperwork necessary to facilitate the allocation of these Grants, subject to review and approval by the office of General Counsel as to form and content.

APPROVED

Resolution No: 69-20; K: review/ resolution/ PCD CARES Act grants RES 69-20 – 8 Sept 2020

WHEREAS, the City of Middletown Common Council adopted Resolution No. 28-20 on May 4, 2020; and

WHEREAS, the resolution allowed the City of Middletown to reprogram and program additional Community development Block Grant (CDBG) during the COVID-19 epidemic; and

WHEREAS, the allocated funding was appropriated to develop small-business economic relief grants for businesses within the City of Middletown; and

WHEREAS, the US Department of Housing and Urban Development has approved of the use of the funding for this purpose; and

WHEREAS, the City Department of Planning, Conservation and Development has opened the application process for these grant funds starting on June 8, 2020; and

WHEREAS, the Department of Planning, Conservation and Development has been assisting small businesses in the application process to ensure eligibility for the CDBG funding; and

WHEREAS, the Economic Development Commission met on August 27, 2020 to review completed applications and has approved to move forward those that have qualified; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN: The Common Council hereby approves the allocation of the CARES ACT CDBG Funding to the following Middletown Small Business;

Zero Degree Middletown, LLC	\$5,000.00
First Chance, Inc. The Bridge	\$5,000.00

And, The Mayor is hereby authorized to execute all contractual paperwork necessary to facilitate the allocation of these Grants, subject to review and approval by the office of General Counsel as to form and content.

FINANCIAL IMPACT – These grants are funded through CARES-ACT funding and re-allocated previous year entitlement grants.

Councilwoman Linda Salafia reads the resolution and moves to approve. Councilman Philip Pessina seconds the motion.

There being no discussion, the Chair calls for a roll call vote, asking the Council Clerk to read the roll.

Councilwoman Blackwell	aye
Councilwoman Carta	aye
Councilman Faulkner	aye
Councilman Darnell Ford	aye
Councilman Edward Ford	aye
Councilman Gennaro	aye
Councilman Loffredo	aye
Councilman Mangiafico	aye
Councilman McKeon	aye
Councilman Nocera	aye
Councilman Pessina	aye
Councilwoman Salafia	aye

The Chair states that the motion is unanimously approved with 12 aye votes. (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia. The Chair states the matter is approved.

- I. **Approving that Quatina Frazer is appointed as an alternate member of the Planning & Zoning Commission to a term ending November 9, 2021, filling the vacancy created by the appointment of former alternate member James O’Connell as a regular member of said Commission.**

APPROVED
RESOLUTION NO: 70-20; K: review/ CC QFrazer PCD alt apt RES 70-20 – 8 Sept 2020

WHEREAS, the *Charter of the City of Middletown* provides at Chapter II, Section 8, “Vacancy in Office”, subparagraph D that for vacancies in office other than the offices of Mayor and Deputy Mayor, at a regular or special meeting duly warned for that purpose and next following a Declaration of Permanent Vacancy in an Elective Office, the Common Council shall by majority vote fill such vacancy and such appointee shall be a member of the same political party as the predecessor in said office and shall be appointed for the remainder of the term of office whose position he/she has been appointed to fill;

NOW THEREFORE BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN: that Quatina Frazer is appointed as an alternate member of the Planning & Zoning Commission to a term ending November 9, 2021, filling the vacancy created by the appointment of former alternate member James O’Connell as a regular member of said Commission.

Fiscal Impact: None

Councilman Edward Ford reads the resolution and moves to approve. Councilman Philip Pessina seconds the motion.

The Chair calls on Councilman Edward Ford.

Councilman Edward Ford state that Quatina Frazer is an excellent choice to be an alternate for this position, on behalf of the minority party, the commission, and the community. She is reverend, a Wesleyan graduate, a mother, and someone who cares about Middletown, he has no doubt that she will be a great contributor to the Planning & Zoning and he thinks that her knowledge and understanding of living in the City will help her make the right decisions that are equitable. He urges everyone to support this appointment. If anyone has advice for her such as Councilman Pessina, please reach out to her as she is willing to learn and serve.

There being no further discussion, the Chair calls for a roll call vote, asking the Council Clerk to read the roll.

Councilwoman Blackwell	aye
Councilwoman Carta	aye
Councilman Faulkner	aye
Councilman Darnell Ford	aye
Councilman Edward Ford	aye
Councilman Gennaro	aye
Councilman Loffredo	aye
Councilman Mangiafico	aye
Councilman McKeon	aye
Councilman Nocera	aye
Councilman Pessina	aye
Councilwoman Salafia	aye

The Chair states that the motion is unanimously approved with 12 aye votes. (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia. The Chair states the matter is approved.

12. Mayor’s Appointments
APPROVED

The Chair states that he originally planned to offer the appointments for the Anti-Racism Task Force. The reason that he does not have these proposed appointments this evening is because applications were open to the end of last month. Here were so many applications from so many qualified candidates. They needed time to reach out to the applicants to talk about the task force and the time commitment. They did not want to rush the process, so the hope is to make these appointments over the next couple of weeks. The Chair will have the appointments at the next meeting.

The Chair offers the following appointments:

Walter C. Jones Fund Committee

- **Rebekah Forni** (U): appoint to balance of 5-year term to April 30, 2022, replacing Rev. Julia Burkey (U), who resigned August 2020

Firing Range Building Committee

- **Maryann Serra** (D) : appoint as Westfield area representative, replacing Jennifer Mahr (D), who resigned July 9, 2020

LGBTQ+ Advisory Committee

- **Dolly Haddad** (D): appoint as a regular member, filling the balance of a 2-year term to September 30, 2020, replacing Arielle Kubie (D)

Councilman Vincent Loffredo moves to approve the proposed appointments. Councilman Philip Pessina seconds the motion.

The Chair calls on Councilwoman Linda Salafia.

Councilwoman Salafia asks if the last appointment is correct, having an expiration of September 30, 2020.

The Chair replies that it is correct. At the end of that term, the individual will have to be reappointed.

There being no further discussion, the Chair calls for a voice vote on the motion. The Chair states that the motion is approved unanimously with 12 aye votes (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico McKeon, Nocera, Pessina, and Salafia) The Chair states the matter is approved.

13. Meeting Adjournment

There being no further business, the Chair calls for motion to adjourn.

Councilman Vincent Loffredo moves to adjourn. Councilwoman Jeanette Blackwell seconds the motion.

There being no discussion, the Chair calls for a voice vote on the motion to adjourn. The Chair states that the motion to adjourn is approved unanimously with 12 aye votes (Councilmembers Blackwell, Carta, Faulkner, D. Ford, E. Ford, Gennaro, Loffredo, Mangiafico McKeon, Nocera, Pessina, and Salafia) The Chair states the matter is approved.

The meeting is adjourned at 9:17 PM.

ATTEST:
LINDA S.K. REED,
COMMON COUNCIL CLERK

K: review/ minutes/ 20 September 08 – regular meeting minutes – 08 September 2020